

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
COMMUNICATIONS SECTION

MAY 20 1941
WESTERN UNION

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Carson	_____
Mr. Egan	_____
Mr. Gurnea	_____
Mr. Hendon	_____
Mr. Pennington	_____
Mr. Quinn	_____
Mr. Nease	_____
Miss Gandy	_____

W. C. Ceder

WH12 23 GOVT

NEWYORK NY MAY 10 1032A

DIRECTOR

FBI JUSTICE

S. A. JOSEPH A. SIZOO HAS RECEIVED SELECTIVE SERVICE QUESTIONNAIRE.
LOCAL BOARD #255, 37-13 82ND ST.
JACKSONHEIGHTS, L. I. QUEENS COUNTY, NY.
DONEGAN.

SIZOO #255 37-13 82ND L I. 1056A

54 MAY 26 1941
RECORDED

67-5704-106	
Routed.....	Recorded.....
Searched.....	Indexed.....
Filed.....	Released.....
MAY 20 1941	
FEDERAL BUREAU OF INVESTIGATION	

CHIEF CLERK

*1-57-14-41
RUE*

May 10, 1941

~~PERSONAL AND CONFIDENTIAL~~

Mr. Earl J. Connelley
Federal Bureau of Investigation
United States Department of Justice
607 U. S. Court House Building, Foley Square
New York, New York

Dear Sir:

You are instructed to submit, to arrive at the Bureau not later than May 17, 1941, special efficiency reports relative to the Agent personnel listed below:

W. W. Kiepp
J. A. Sizoo
Claude A. Bass
John D. Hoops
Oliver D. Collier
Paul E. Birtzinger
Gilbert H. Levy
Joel C. Robinson
James J. Ryan

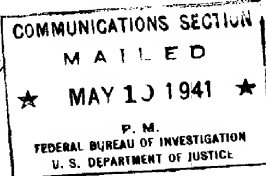
Carl J. Sorensen

G. S. Abrandt
R. C. Anderson
L. R. Chandler
J. J. Gleason
R. H. Hodgkin
T. J. Jenkins

Charles H. Stanley

In separate communications, to be submitted in the same mail, the Bureau desires to receive from you any recommendations you may have relative to increases in salary for these Agents. If you do not desire to recommend any of them for an increase in salary at this time, you should so state, giving your reasons therefor.

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Egan _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Tracy _____
Miss Gandy _____



Very truly yours,

John Edgar Hoover
Director

607 U. S. Court House,
New York, N. Y.
March 26, 1941.

Director
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

Please accept this letter as an expression of my appreciation for the increase in grade and salary which was recently accorded me.

I assure you that I shall put forth every effort to justify the trust and confidence which the Bureau has placed in me.

Sincerely yours,

Joseph A. Sizoo
Joseph A. Sizoo,
Special Agent

67-57045		RECORDED
Route	2	cred.
Serial		cred.
Number	140	d.
MAR 28 1941		
DIRECTOR		SEA

May 15, 1941

Special Agent in Charge
New York, New York

b6

Dear Sir:

There are being transmitted herewith D.S.S. Forms
42, "Claim For Deferred Classification By Person Other Than
Registrant", which have been issued for Special Agents
Alan H. Belmont, Joseph A. Sizoo, Orville R. Talburt,
[redacted] David M. Harris and [redacted]

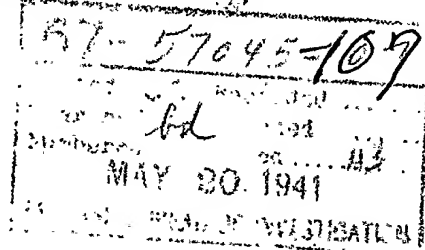
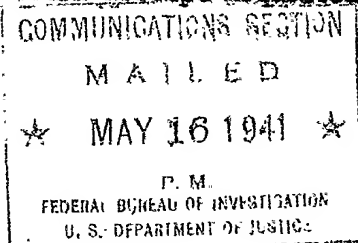
It is requested that these Agents be instructed
to forward these certifications to their local draft
boards immediately.

54 MAY 26 41

Very truly yours,

John Edgar Hoover
Director

Inclosure
Special Delivery
Registered
Return Receipt Requested



Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Tracy _____
Miss Gandy _____

JOSEPH A. SIZOO

I am the Director of the Federal Bureau of Investigation, United States Department of Justice.

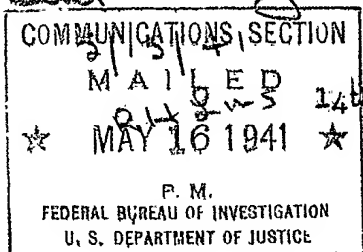
The Federal Bureau of Investigation, United States Department of Justice, has been designated by the President to take charge of investigative work in matters relating to espionage, sabotage and violations of the neutrality regulations. This Bureau is also charged with the duty of investigating other matters bearing upon the maintenance of the internal security of the United States. The duties thus imposed upon this Bureau constitute a vital function in the national defense program of this country. At the present time this Bureau is required by Act of Congress to expand its personnel in order effectively to discharge the important duties devolving upon it.

Joseph A. Sizoo is a trained Special Agent and has been continuously employed by the Federal Bureau of Investigation since July 10, 1935. He has been employed as a Special Agent since November 1, 1938. He cannot be replaced satisfactorily because of the shortage of persons with his qualifications and experience in such activity, and his removal for induction would cause material loss of effectiveness in the conduct of the national defense work of the Federal Bureau of Investigation. Extreme difficulty is being experienced at present in obtaining a sufficient number of qualified applicants to take care of the increasing expansion of this Bureau and it is impossible to consider a replacement of any individual for this reason. Turnover of personnel is extremely detrimental to efficiency, as trained and experienced members of the staff, such as Joseph A. Sizoo, must form the nucleus of the expanded staff which this Bureau must recruit in order to fulfill its function.

general supervisory

John Edgar Hoover

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Foxworth _____
 Mr. Glavin _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Rosen _____
 Mr. Carson _____
 Mr. Quinn Tamm _____
 Mr. Hendon _____
 Mr. Tracy _____
 Miss Gandy _____



Federal Bureau of Investigation
 United States Department of Justice
 Washington, D. C.

May

41

[Handwritten signature]

Federal Bureau of Investigation
United States Department of Justice
607 U. S. Court House
Foley Square, N.Y.

JAS:RGO

June 13, 1941

Director
Federal Bureau of Investigation
Washington, D.C.

Dear Sir:

This is to advise that Special Agent Joseph A.

0 Sizoo has been given a 3A classification by local board #255
at 37-13 82nd St. Jackson Heights, Queens County, L.I.

Very truly yours,

J. J. Donegan R
T. J. DONEGAN, Acting for
E. J. CONNELLEY,
Assistant Director

54 216

med R

67-57045-108	
Route	led.....
Source	ed.....
Number	led.....
JUN 1, 1941	
FEDERAL BUREAU OF INVESTIGATION	

CHIEF CLERK

RHL:MB

June 14, 1941

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
607 U. S. Court House, Foley Square
New York, New York

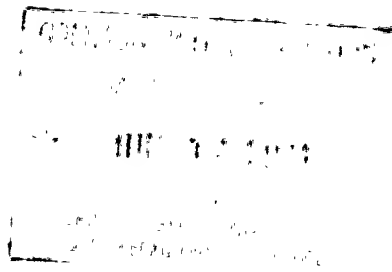
Dear Mr. Sizoo:

This will acknowledge the receipt of your contribution of \$5.00 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who dies, from any cause, while employed as a Special Agent.

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director



JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

April 30, 1941

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to April 15, 1941, and who dies from any cause, while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name Mrs. Dorothy T. Sizoo Address 35-45 79th St. Jackson Heights
Long Island, New York.
Relationship wife

Very truly yours,

Joseph A. Sizoo
Special Agent

**Federal Bureau of Investigation
United States Department of Justice**

February 8, 1941.

MEMORANDUM TO ALL MALE EMPLOYEES

RE: SELECTIVE SERVICE ACT

The Bureau has requested that it be furnished with complete information as to the number of employees in this office who are subject to the National Draft. It is therefore requested that on this form, in the places provided, you indicate the information requested:

NAME: *Joseph A. Sizoo*

Number in National Lottery: *1333*

Order in which National Serial Number was drawn: *7050*

Local Draft Number: *2422*

Have you received Questionnaire from Local Draft Board? *No*

Classification assigned by Local Draft Board:

Has Deferrment been requested?

What type of Deferrment requested?

Was action taken upon Deferrment requested?

This form should be completed immediately and promptly returned to your Supervisor in order that complete information concerning the employees of this office may be made available to the Bureau in accordance with its request.

B. E. SACKETT,
Special Agent in Charge.

58

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Director
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Sir:

This is to advise you that I have not at any time advocated the overthrow of the Government of the United States by force or by violence.

I am not now, nor have I been a member of any organization that advocates the overthrow of the Government of the United States by force or by violence.

Very truly yours,

J. A. Sizoo
J. A. SIZOO
Special Agent

Subscribed and duly sworn to before me by the above-named person, this 28th day of April, 19 41,
at city of New York, county of New York
and State (or Territory or District) of New York

Rose K. Bach
NOTARY PUBLIC, Queens County
Queens Co. No. 106
New York Co. No. 280
~~Kings Co. No. 160~~
Commission expires March 30, 1943

WHA

-109 June 20, 1941

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
607 U. S. Court House, Foley Square
New York, New York

Dear Mr. Sizoo:

In accordance with the request contained
in your letter of June 14, 1941, the records of the Bureau
have been changed to reflect Washington, D. C., and Richmond,
in the order named, as your present offices of preference.

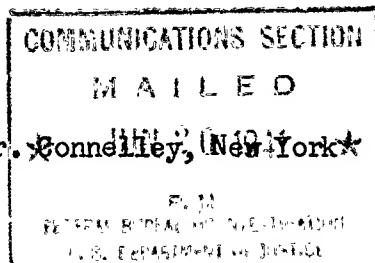
Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Drayton _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Tracy _____
Miss Gandy _____

CC Mr. ~~Donnelly~~ ¹¹¹⁻² (New York)



**Federal Bureau of Investigation
United States Department of Justice**

607 U. S. Court House,
New York, New York

June 14, 1941.

Director
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

It is respectfully requested that the records of the Bureau be changed to reflect Washington, D. C., and Richmond, Virginia, in the order named, as my offices of preference.

Very truly yours,

Joseph A. Sizoo
Joseph A. Sizoo,
Special Agent.

*File
Sizoo
10
9*

RECORDED
INDEXED

*gull
6-20-41
18*

67-57645-17	
Routed	<i>gull</i>
Searched	<i>gull</i>
Number	<i>gull</i>
JUN 14 1941	
FEDERAL BUREAU OF INVESTIGATION	

*CHIEF CLERK
10*

Federal Bureau of Investigation
United States Department of Justice
New York, New York

July 11, 1941

Director
Federal Bureau of Investigation
Washington, D. C.

EOD 11-1-38

PERSONAL AND CONFIDENTIAL

Dear Sir:

Re: SPECIAL AGENT J. A. SIZOO
SPECIAL EFFICIENCY REPORT

This Agent entered on duty on November 1, 1938. He has been assigned to the Detroit, and Huntington Offices. He reported to the New York District on December 17, 1939.

Special Agent Sizoo presents a good appearance and has a pleasing personality. He is enthusiastically interested in his assignments. He is a loyal and conscientious Bureau employee.

For a long period of time Special Agent Sizoo has been assigned to the Ducase Squad. He has taken part in a number of difficult surveillances on which he has shown good judgment, initiative, and the ability to assume responsibility. He has also handled different phases of the investigation of the Ducase, and his work in this connection has been very satisfactory.

It is to be noted that Assistant Director E. J. Connelley submitted a special efficiency report on Agent Sizoo on January 6, 1941, in which he stated that this Agent was good, and of better-than-average ability.

I would classify Agent Sizoo as a better-than-average Agent. It is believed that he will continue to develop in the Bureau, and shows promise of having a good future.

Very truly yours,

T. J. DONEGAN, Acting for
E. J. CONNELLEY
Assistant Director

TJD:FMcv

JEP:LN

June 11, 1941

~~PERSONAL AND CONFIDENTIAL~~

Mr. T. J. Donagan
Federal Bureau of Investigation
United States Department of Justice
607 U. S. Court House Building, Foley Square
New York, New York

Dear Sir:

X all names

Reference is made to Bureau letter of May 10, 1941, instructing that you submit a special efficiency report not later than May 17, 1941, together with a recommendation for an increase in salary for the Agent personnel listed below:

W. W. Klomp
J. A. Sisco
Claude A. Bass
John D. Pope
Oliver D. Collier
Paul B. Ertzinger
Gilbert M. Levy
Joel C. Robinson

G. S. Abrandt
R. C. Anderson
J. J. Gleason
R. H. Hodgins
T. J. Jenkins

Carl J. Sorenson

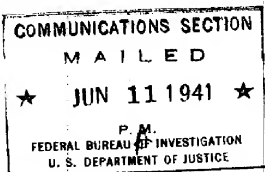
Charles H. Stanley

The Bureau has not as yet received these reports and recommendations relative to an increase in salary for these Agents and you are instructed to submit same immediately.

Very truly yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Drayton _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Tracy _____
Miss Gandy _____



72-2120
JP

Federal Bureau of Investigation
United States Department of Justice
New York, New York

July 11, 1941

Director
Federal Bureau of Investigation
Washington, D. C.

EOD 11-1-38

~~PERSONAL AND CONFIDENTIAL~~

Dear Sir:

Re: SPECIAL AGENT J. A. SIZOO
SPECIAL EFFICIENCY REPORT-RECOMMENDATION

Agent Sizoo entered on duty with the Bureau on November 1, 1938. He is presently in Grade CAF 10 at \$3500 a year, having been advanced to that salary on February 16, 1941.

In accordance with the Bureau's instructions, there has been submitted on this agent a special efficiency report, in which he is rated as better than average. It is also stated in this report that Agent Sizoo shows promise of a good future with the Bureau.

Accordingly, it is recommended that he be advanced to CAF 11 at \$3800 a year.

Very truly yours,

T. J. Donegan
T. J. DONEGAN, Acting for
E. J. CONNELLEY
Assistant Director

TJD:FMcV

57045-111

578

578

18

12-1-41

JOHN EDGAR HOOVER
DIRECTOR

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.
July 28, 1941

JB./elb

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin ☒ _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Drayton _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Coffey _____
Mr. Harbo _____
Tele. Room _____
Tour Room _____
Mr. Nease _____
Mr. Tracy _____
Miss Beahm _____
Miss Gandy _____

MEMORANDUM FOR MR. GLAVIN

RE: JOSEPH A. SIZOO
Special Agent

Entered on Duty as Messenger
Entered on duty as Special Agent
Reported to field
Present grade and salary
Last salary change
Accounting course
Marksmanship
Qualified in all firearms:
Failed to qualify with:

July 10, 1935
November 1, 1938
February 5, 1939
CAF-10 \$3500
February 16, 1941
Enrolled - completed 36
Expert
Yes, to date
None

REMARKS

This agent was last considered for reallocation on February 16, 1941, at which time he was promoted to Grade CAF-10 at \$3500.

This agent has received his Selective Service Questionnaire and on May 14, 1941, was furnished with D.S.S. Form 42. He has been placed in Classification III-A by his local board.

On July 11, 1941, Mr. Donegan said he presented a good appearance, had a pleasing personality, was enthusiastically interested in his assignments, was loyal and conscientious; that he had taken part in a number of difficult surveillances on which he had shown good judgment, initiative, and the ability to assume responsibility; that he had also handled different phases of the investigation of the Ducase and that his work in that connection had been very satisfactory; that it was believed he would continue to develop in the Bureau and showed promise of having a good future and that he would classify him as a better than average agent. Mr. Donegan recommended that he be advanced to Grade CAF-11 at \$3800.

Respectfully,

RECORDED

J. B. Wilcox
J. B. Wilcox

67-57045-112
JUL 31 1941

THREE
NOTES

See 7-30-41
Rec 11-3800
7/28
8-14-41
8-14-41

sh

August 14, 1941

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
607 United States Court House, Foley Square
New York, New York

Dear Mr. Sizoo:

It is with pleasure that I am enclosing a
letter from the Acting Attorney General advising you
of your promotion from \$3500 per annum in Grade CAF 10
to \$3800 per annum in Grade CAF 11, effective August 1,
1941.

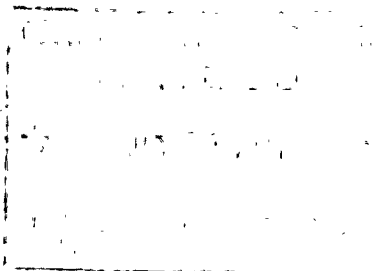
Sincerely yours,

John Edgar Hoover
Director

Enclosure

CC: Mr. Connelley

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Drayton _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Tracy _____
Miss Gandy _____



-113

DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

July 30, 1941

BF:hbm

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Department of Justice

Dear Mr. Sizoo:

You are hereby transferred from one position to another in the Federal Bureau of Investigation as indicated:

From

Position: Special Agent
Assignment: Field
Grade: CAF-10 Salary: \$3500 per annum
Appropriation: "Salaries and Expenses, Federal Bureau of Investigation," FIELD

To

Position: Special Agent
Assignment: Field
Grade: CAF-11 Salary: \$3800 per annum
Appropriation: "Salaries and Expenses, Federal Bureau of Investigation," FIELD
Effective: August 1, 1941

Respectfully,

(signed) Francis Biddle

Acting Attorney General.

By the Attorney General:

(Sgd.) Matthew F. McGuire

The Assistant to the Attorney General.

Vice: R. E. Newby, transferred

JH:la

June 22, 1941

~~PERSONAL AND CONFIDENTIAL~~

Mr. T. J. Donagan
Federal Bureau of Investigation
United States Department of Justice
607 U. S. Court House Building, Foley Square
New York, New York

Dear Sir:

Reference is again made to Bureau letter of May 10, 1941, and also to Bureau letter of June 11, 1941, instructing that you submit a special efficiency report for the agent personnel listed below:

O. S. Abrecht
H. C. Anderson
C. A. Egan

[Redacted]

C. R. Stanley

[Redacted]

" a. S. 100 "
The Bureau has not as yet received these reports and you are instructed to submit them without any further delay.

Very truly yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Drayton _____
Mr. Quinn Tamm _____
Mr. Nease _____
Mr. Tracy _____
Miss Gandy _____

b6

FEDERAL BUREAU OF INVESTIGATION

Mr.
Miss
Mrs.

Mr. Joseph A. Sizoo

Date July 30, 1941

New appointment ☐

Transfer ☐

Promotion ☒

Separation ☐

PRESENT STATUS

- | | |
|------------------------------------|--|
| 1. Title: <u>Special Agent</u> | 2. Grade: <u>GIP 10</u> |
| 3. Salary: <u>\$3500 per annum</u> | 4. Seat of Government: <input type="checkbox"/>
Field: <input type="checkbox"/> |
| 5. Division: | 6. Appropriation: <u>"Salaries and Expenses, FBI"</u> |

PROPOSED ACTION

- | | |
|--------------------------------------|--|
| 7. Title: <u>Special Agent</u> | 8. Grade: <u>GIP 11</u> |
| 9. Salary: <u>\$3500 per annum</u> | 10. Seat of Government: <input type="checkbox"/>
Field: <input type="checkbox"/> |
| 11. Division: | 12. Appropriation: <u>"Salaries and Expenses, FBI"</u> |
| 13. Effective: <u>August 1, 1941</u> | |
| 14. Position: | Additional: <input type="checkbox"/> <u>Newly -</u>
Vice: <u>transferred 4-1-41</u>
Identical: |
| 15. Remarks: | |

Respectfully submitted,

CC: Chief, Audit Section

Director, Federal Bureau of Investigation

(Title)

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Foxworth _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Carson _____
Mr. Drayton _____
Mr. Quinn Tamm _____
Mr. Hendon _____
Mr. Tracy _____
Miss Gandy _____

Director


New York, N. Y.
October 30, 1941

good knowledge of the Bureau's scientific equipment and is a good automobile driver. This Agent has testified in Federal Court in connection with the case entitled, with aliases; Espionage - G" and his testimony was entirely satisfactory.

This Agent dresses in good taste, has a pleasing personality, and it is felt that he possesses administrative ability.

It is believed that Agent Sizoo can be classified as a better-than-average Special Agent.

Very truly yours,


P. E. FOXWORTH,
Assistant Director.



Federal Bureau of Investigation
United States Department of Justice
New York, N. Y.

GRMcS:JKB

October 30, 1941

PERSONAL & CONFIDENTIAL

Director
Federal Bureau of Investigation
Washington, D. C.

EOD 11-1-38

Re: Special Agent Joseph A. Sizoo;
Special Efficiency Report.

Dear Sir:

This Agent entered on duty in the Bureau as an Agent on November 1, 1938, and has been assigned to the New York Field Division since December 17, 1939.

For the most part during his stay at New York City he has been engaged in connection with the investigation of the Ducase and has handled both a large amount of surveillance work, as well as having handled a large volume of paper work. He has shown himself to be well qualified from an investigative standpoint and his paper work has been very good. He recently prepared the prosecutive summary report in connection with the case entitled, "[redacted] with aliases; Espionage - G" and is presently engaged in keeping this prosecutive summary in a current condition.

This Agent has a good knowledge of the Bureau's work, possesses initiative, and originality. He uses good judgment and his work requires a minimum amount of supervision. He is an enthusiastic and loyal employee of the Bureau and creates a good impression as a representative of the Bureau.

This Agent handles firearms satisfactorily and is qualified for assignments involving danger. He has a

67-114-114

NOV 3 1941

FEDERAL BUREAU OF INVESTIGATION

Memo to Mr. Sizoo
11/10/41

THREE
was
filed

JBT/elt

October 23, 1941

~~PERSONAL AND CONFIDENTIAL~~

Special Agent in Charge

New York, New York

Dear Sir:

You are instructed to submit, to arrive at the Bureau not later than ~~October 30, 1941~~, special efficiency reports relative to the Agent personnel listed below:

J. A. Sizoo
W. E. Singleton



b6

Very truly yours,

J. E. Hoover

John Edgar Hoover
Director

CC - SAC, New York

COMMUNICATIONS SECTION
RECEIVED
OCT 23 1941

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

November 10, 1941

JPM:FW

MEMORANDUM FOR MR. GLAVIN

RE: JOSEPH A. SIZOO
Special Agent

Entered on duty
Reported to field
Present grade and salary
Last salary change
Accounting course
Marksmanship
Qualified in all firearms:
Failed to qualify with:

7/10/35 - Msgr
11/1/38 - SA
2/5/39
CAF-11 \$3800
8/1/41
Completed 36
Expert
Yes, to date
None

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg ☒ *✓*
Mr. Glavin ☒ *✓*
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Harbo _____
Tele. Room _____
Tour Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

REMARKS

This Agent was last considered for reallocation on July 28, 1941, at which time he was promoted to Grade CAF-11 at \$3800.

On October 30, 1941, Assistant Director Foxworth said that for the most part during his stay at New York City he had been engaged in connection with the investigation of the Ducase and had handled both a large amount of surveillance work as well as having handled a large volume of paper work, and that he had shown himself to be well qualified from an investigative standpoint, his paper work being very good; that recently he prepared the prosecutive summary report in connection with the case entitled [redacted] with aliases, Espionage - G" and was presently engaged in keeping this prosecutive summary in a current condition; that he had a good knowledge of the Bureau's work, possessed initiative and originality, used good judgment; that his work required a minimum amount of supervision; that he was enthusiastic, loyal, created a good impression as a representative of the Bureau; that he handled firearms satisfactorily and was qualified for assignments involving danger; that he had a good knowledge of the Bureau's scientific equipment, was a good automobile driver; that his testimony in connection with the Ducase was entirely satisfactory; that he dressed in good taste, had a pleasing personality; and that he possessed administrative ability and could be classified as a better than average Special Agent.

Respectfully,

J. P. Mohr

Rec 12-4600

✓ 11/12

November 29, 1941

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
607 United States Court House
Foley Square
New York, New York

Dear Mr. Sizoo:

It is with pleasure that I am enclosing a letter
from the Attorney General advising you of your promotion
from \$3200 per annum in Grade CAF 11 to \$4600 per annum in
Grade CAF 12, effective November 16, 1941.

Sincerely yours,

John Edgar Hoover
Director

570 45-116

RECORDED

CHECKED

4-79

DEC 2 1941

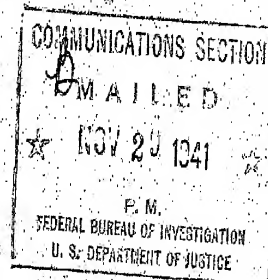
COMMUNICATIONS SECTION

Enclosure

CC - SAC, New York

CC - Mr. Reeder

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Tracy
Mr. Rosen
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Holloman
Mr. Quinn Tamm
Mr. Nease
Miss Gandy



DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

WJF:ghc

November 15, 1941

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Department of Justice

Dear Mr. Sizoo:

You are hereby transferred from one position to another in the Federal Bureau of Investigation as indicated:

From

Position: Special Agent

Assignment:

Grade: G.P. 11 Salary: \$3600 per annum

Appropriation: "Salaries and Expenses, Federal Bureau of Investigation" FIELD.

To

Position: Special Agent

Assignment:

Grade: G.P. 12 Salary: \$4600 per annum

Appropriation: "Salaries and Expenses, Federal Bureau of Investigation" FIELD.

Effective: November 16, 1941

Respectfully,



Attorney General.

By the Attorney General:

Linton M. Collins

Acting The Assistant to the Attorney General.
Additional position

DJ

FEDERAL BUREAU OF INVESTIGATION

Mr.
Miss
Mrs.

Mr. Joseph A. Sizoo

Date November 15, 1941

New appointment ☐

Transfer ☐

Promotion ☒

Separation ☐

PRESENT STATUS

1. Title: Special Agent

2. Grade: G-11

3. Salary: \$2900 per annum

4. Seat of Government: ☐
Field: ☒

5. Division:

6. Appropriation: "Salaries and Expenses, FBI"

PROPOSED ACTION

7. Title: Special Agent

8. Grade: G-12

9. Salary: \$4600 per annum

10. Seat of Government: ☐
Field: ☒

11. Division:

12. Appropriation: "Salaries and Expenses, FBI"

13. Effective: November 16, 1941

14. Position: Additional: ☒
Vice:
Identical:

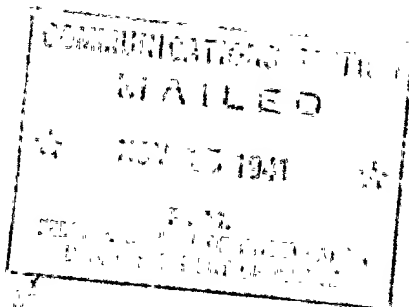
15. Remarks:

Respectfully submitted,

Mr. Tolson
CC - Chief, Audit Section
Mr. E. A. Tamm

Director, Federal Bureau of Investigation
(Title)

Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____



Federal Bureau of Investigation
United States Department of Justice

TJD:JKB

New York, N. Y.

December 1, 1941

~~PERSONAL & CONFIDENTIAL~~

EOD 11-1-38

Director
Federal Bureau of Investigation
Washington, D. C.

Re: Special Agent J. A. Sizoo

Dear Sir:

Agent Sizoo testified in the Ducase. He made a good appearance on the witness stand. He testified clearly and distinctly and his testimony indicated that he was familiar with his subject matter. He made a good impression as a Bureau representative.

Agent Sizoo is qualified to testify and I would rate his ability as very good.

Very truly yours,

P. E. Foxworth
P. E. FOXWORTH,
Assistant Director.

DEC 10

57-57045-117	
Noted	Received
Indexed	Checked
Filed	71
DEC 8 1941	
FEDERAL BUREAU OF INVESTIGATION	

alt

December 8, 1941

Local Board Number 255
 Selective Service System
 37-13 82nd Street
 Jackson Heights, Long Island
 New York

~~CONFIDENTIAL~~

Gentlemen:

Reference is made to the Selective Service case of Mr. Joseph A. Sizoo, who is duly registered at your Board. You will recall that under date of May 14, 1941, D.S.S. Form 42 executed by me was issued to your Board requesting that he be placed in a deferred status. Accordingly, he was granted deferment in Class III-A.

In accordance with the new Selective Service regulations I desire to advise you that Mr. Sizoo, in view of his increased experience and length of service, has now been promoted to a salary of \$4600 per annum. This information is being furnished to you in order that you will, at all times, have a complete set of facts with regard to this case.

Sincerely yours,

John Edgar Hoover
 Director

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Glavin _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Tracy _____
 Mr. Rosen _____
 Mr. Carson _____
 Mr. Coffey _____
 Mr. Hendon _____
 Mr. Hoffeman _____
 Mrs. Quinn _____

-118

✓

WMG

5704-119
January 2, 1942

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
607 U. S. Court House, Foley Square
New York, New York

Dear Mr. Sizoo:

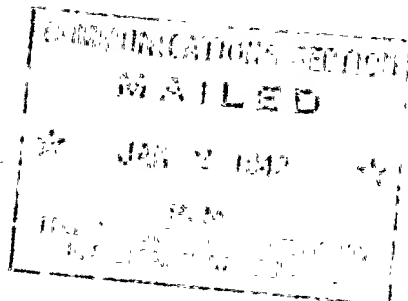
In accordance with the request contained
in your communication of December 29, 1941, you
are advised that the records of the Bureau have been
changed to reflect Arlington, Virginia, as your
legal residence.

Sincerely yours,

John Edgar Hoover
Director

CC-New York

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____



**Federal Bureau of Investigation
United States Department of Justice**

607 U. S. Court House,
Foley Square,
New York, New York.

THREE ✓

December 29, 1941.

Director,
Federal Bureau of Investigation,
Washington, D. C.

Dear Sir:

It is respectfully requested that the
records of the Bureau be changed to indicate 4731
Old Dominion Drive, Arlington, Virginia, as my
legal residence.

Very truly yours,

Joseph A. Sizoo
Joseph A. Sizoo,
Special Agent.

67-57005-119
SEARCHED INDEXED
SERIALIZED FILED
JAN 5 1942
FEDERAL BUREAU OF INVESTIGATION

Letter Mr. Sizoo
1-2-42
W. H. H. H.

8

JJS:VM:OM

March 21, 1942

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
607 U. S. Court House Building
Foley Square
New York, New York

Dear Mr. Sizoo:

I have followed very closely the investigation of the [redacted] case to which you have been assigned, and I wanted to take this opportunity to personally commend you upon the work which you did in this matter. The successful outcome of the case is concrete evidence of the excellent work done by all of the Special Agents assigned to this case.

With best wishes and kind regards,

Sincerely yours,

CC - New York

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

COMMUNICATIONS SECTION
MAILED
MAR 25 1942 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

67-57045-120
Noted
Search
MAR 21 1942
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

MAR 21 6 24 PM '42

RECEIVED-DIRECTOR
MAR 21 8 02 PM '42
MAR 21 2 25 PM '42

March 30, 1942

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
New York, New York

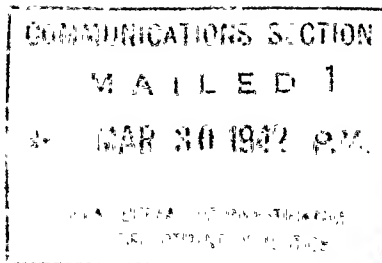
Dear Mr. Sizoo:

This will acknowledge the receipt of your contribution of \$5.00 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who dies, from any cause except self destruction, while employed as a Special Agent.

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director



[Handwritten signature]

**Federal Bureau of Investigation
United States Department of Justice**

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to February 2, 1942, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name Mrs. Dorothy T. Gips. Address 3545 79th St.,
Jackson Heights, L.I., N.Y.
Relationship wife.

Very truly yours,

Joseph A. Gips
Special Agent

5:200

NY
ack
3-30-42
Am

HMK:VGG

March 16, 1942

MR. TOLSON

It is recommended that Special Agent Thomas G. Spencer, presently assigned to the New York City Field Division, be immediately transferred to the Bureau for assignment as a supervisor in the Espionage Section of the National Defense Division to replace Special Agent Mont Clair Spear who has resigned.

It is contemplated that Special Agent Spencer will be assigned to handle the supervision of certain special espionage matters which have been supervised by Mr. Spear. It is imperative that the person replacing Mr. Spear be grounded in investigative experience and have indicated some administrative and executive ability. It is believed that Special Agent Spencer is qualified in this regard.

In the event Special Agent Spencer cannot possibly be made available, it is suggested that consideration be given to the transfer in his stead of Special Agent Joseph A. Sizoo, also assigned to the New York City Office.

Respectfully,

D. M. Ladd

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Hoffman _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

**Federal Bureau of Investigation
United States Department of Justice**

New York, New York.

January 2, 1941.

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

Dear Sir:

I wish to express to you my sincere
appreciation for the increase in salary indicated
in your letter dated November 29, 1941.

Please be assured that I will continue
to put forth every effort to justify the faith
and confidence placed in me by the Bureau.

Sincerely yours,

Joseph A. Sizoo
Joseph A. Sizoo,
Special Agent.

Mr. Tolson.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Glavin.....
Mr. Ladd.....
Mr. Nichols.....
Mr. Tracy.....
Mr. Carson.....
Mr. Coffey.....
Mr. Hendon.....
Mr. McGuire.....
Mr. Quinn Tamm.....
Mr. Nease.....
Miss Gandy.....

67-57045-1

SEARCHED	INDEXED
SERIALIZED	FILED
JAN 30 1942	
FEDERAL BUREAU OF INVESTIGATION	

DIRECTOR

RCH:MCD December 13, 1941

Mr. Joseph P. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
607 U. S. Court House Building
Foley Square
New York, New York

Dear Mr. Sizoo:

The intelligence and thoroughness with which you performed your assignments throughout the long investigation of the [redacted] case contributed much to the gratifying results achieved and reflected much credit upon the Bureau.

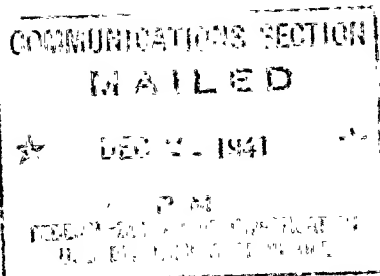
I know that the sacrifices of much time and personal pleasure were required to meet the many demands and pressure which this case placed upon all of the men assigned to it and I am very grateful indeed for the spirit with which you responded. You are deserving of the highest commendation and have merited the confidence which was placed in you.

With best wishes and kind regards

Sincerely yours,

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

cc-New York



b6

Dec 19 8 48 PM '41

December 20, 1941

MEMORANDUM FOR MR. TOLSON

RE: Letters to Agents in Ducase

Upon your advice to have letters prepared to all Agents who should have them in the Ducase and also to see that promotions go through, I wish to advise that I talked to Mr. Donegan. I had previously talked to Donegan about letters and at first Donegan recommended that letters go only to Agents Ellsworth and Criss. These letters were prepared and have previously been sent out.

I told Donegan that we should get the names of the Agents who have worked on this case from the inception together with any others who have been on it for a long period of time and have performed meritorious service. Mr. Donegan stated that if we were to write to all Agents who had done any work on the case that it would mean letters should go to all Agents in New York and many others. Accordingly, Mr. Donegan recommended that one general letter go to Mr. Foxworth which could be placed on the bulletin board and which would inure to the benefit of the Agents who worked on the case only for short periods of time. Such a letter has been prepared and is attached. In this connection a note to Mr. Foxworth personally for his part in the case was sent on December 15th.

Mr. Donegan advised that the following Agents contributed to the successful conclusion of the case: J. C. Ellsworth, [redacted] J. G. Fellner, W. W. Fisher, B. D. Rice, R. G. Grantham, J. A. Sizoo, A. Franz, M. H. Price, R. F. Newkirk, W. A. Johnson, F. E. Crosby, and V. E. Criss.

b6

Mr. Donegan advised that the following Agents have been working on the Ducase since December, 1940, and their work has contributed to the success of the case: T. G. Spencer, J. A. Holtzman, B. F. Wiand, D. D. Johnson, G. A. Paulson, G. Abrandt, [redacted], E. Brekke, W. W. Klemp, G. R. Levy, R. L. Johnson, J. S. Johnson, G. F. Bickley, J. W. Vinson, L. J. Kennedy, M. W. Meekins, and J. L. Kirkland.

b6

[redacted] assisted the supervision in the case and Stenographer [redacted] has been particularly helpful, and Mr. Donegan recommended that he get a letter.

28

Memorandum for Mr. Tolson

Page 2

b6

There are attached hereto letters to Mr. Foxworth, which as previously indicated is to be placed on the bulletin board, and to Supervisor John B. Little who also worked on the case in New York and supervised the case in Washington, and to: [redacted] G. F. Bickley, J. S. Johnson, R. L. Johnson, J. L. Kirkland, L. J. Kennedy, [redacted], J. W. Vinson, G. R. McSwain, and [redacted]

Letters have already gone to Messrs. Ellsworth, Criss, Donegan, G. S. Abrandt, Edward Brekke, F. E. Crosby, J. G. Fellner, W. W. Fisher, Albert Franz, [redacted] R. G. Grantham, J. A. Holtzman, D. D. Johnson, W. A. Johnson, W. W. Klemp, G. R. Levy, G. A. Paulson, M. W. Meekins, M. H. Price, B. D. Rice, J. A. Sizoo, T. G. Spencer, B. F. Wiand, and R. F. Newkirk.

There is also attached hereto a letter to Mr. Kennedy in response to his. It is noted that Kennedy commends Agents Criss, Ellsworth, Meekins, Donegan, Ellsworth, [redacted] Fellner, and Foxworth.

This now completes all the letters recommended by Mr. Donegan.

With reference to promotions, I talked to Mr. Donegan. He stated that he has been writing letters on each Agent who worked on the case, making recommendations and these are presently going through the channels.

Respectfully,

/s/ L. B. NICHOLS

L. B. Nichols

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

JKM:BK

April 16, 1942

MEMORANDUM FOR MR. TOLSON

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

0 It is recommended that Special Agent Joseph A. Sizoo, presently assigned to the New York City Field Division, be immediately transferred to the Bureau for assignment as a supervisor in the Internal Security Section of the National Defense Division.

This request is made necessary by the transfer of Mr. R. P. Kramer to the position of Number One Man in the National Defense Division and the assignment of Mr. J. K. Mumford from the special correspondence desk to the position of Chief of the Internal Security Section.

It is contemplated that Special Agent Sizoo will be assigned to handle special investigations of individuals and organizations operating in violation of the sedition and related laws.

Because of the tremendous increase in and the immediate importance of these sedition cases, it will be appreciated if you will effect this transfer without delay.

Respectfully,

[Signature]
D. 1942
2 MAY 5 1942

67- 57045-121
FEDERAL BUREAU OF INVESTIGATION
MAY 2 1942
Routed _____ Recorded _____
Searched _____ Checked _____
Numbered _____ Filed _____

FOR DEFENSE



BUY
UNITED
STATES
SAVINGS
BONDS
AND STAMPS

TOLSON
THREE 18

J. EDGAR HOOVER
DIRECTOR

JSR:VH

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.
April 23, 1942

MEMORANDUM FOR MR. TOLSON ✓

RE: IN-SERVICE TRAINING COURSE
 March 30 TO April 10, 1942
 SPECIAL AGENT J. A. SIZOO
 EOD November 1, 1938
 GRADE CAF 12
 SALARY \$4600
 ASSIGNED TO: New York

Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Coffey	
Mr. Hendon	
Mr. Kramer	
Mr. McGuire	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

This Special Agent attended the In-Service Training Course as indicated above, during which period he was afforded a physical examination.

This Special Agent attained the following grades:

Photographic Training	--
Notebook	Very Good
Written Examination	94½
Practical Public Speaking	--

Hip Shooting	96
Practical Pistol Course	89
Shotgun	60
.30 Rifle	80
Machine Gun	100

APR 30 1942

REMARKS: Interviewing Official - Mr. Rogers

"Sizoo makes a very neat presentable appearance. He seems to be intelligent and he is definitely interested in his work in New York. He has been assigned to the Ducase and other Internal Security matters in New York. Sizoo expresses himself well and gives the impression of definitely having supervisory and administrative ability. He stated that his wife is presently ill in Washington and under doctor's care at this time and will be for several weeks.

"Sizoo had two suggestions to offer which are being made the subject of separate communications. Other than his suggestions submitted, he stated that he had no comments or criticisms to make."



Very truly yours,

[Signature]
 H. H. Clegg

RHC:BG

April 28, 1942

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
607 U. S. Court House, Foley Square
New York, New York

Dear Mr. Sizoo:

Reference is made to your suggestion, made while recently attending an In-Service School in Washington, for additional information to be presented before the training schools on the Duquesne Espionage Case. In this connection you are advised that the National Defense Division is now preparing a summary memorandum in the form of an interesting case write-up which will be made available to the various field offices as soon as it has been prepared and approved. The Bureau has also approved the suggestion that there be posted on the bulletin board of each field office a bibliography showing the various types of interesting memoranda and instructive memoranda which are available in field offices, together with the file number under which they may be found.

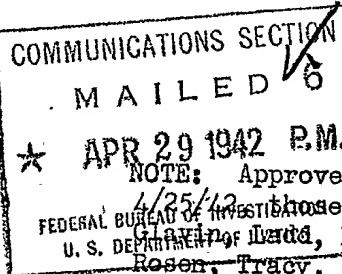
With reference to your suggestion that more time be given to the instruction on airplane sabotage at Quantico by one of the Marine officers, you are advised that after due consultation with Marine officials and the Bureau's instructors, it has been found that the amount of time allocated to this subject is all that is desired or that can be constructively used to the advantage of the Special Agents in the field.

I do desire to express to you my appreciation for your suggestions and for your thoughtfulness in submitting them.

Sincerely yours,

Jr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

cc-New York City



APR 30 1942

-121

APR 30 1942

FEDERAL BUREAU OF INVESTIGATION

41

JSR:EJK

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 04-06-2011

April 23, 1942

~~CONFIDENTIAL~~

Special Agent in Charge
New York, New York

RE: J. A. SIZOO
SPECIAL AGENT

Dear Sir:

The above-named Special Agent attended an In-Service training course at the Seat of Government from March 30 to April 10, 1942.

He attained the following grades:

Photographic Training
Notebook
Written Examination
Practical Public Speaking

Very good
94 1/2

Hip Shooting
Practical Pistol Course
Shotgun
.30 Rifle
Machine Gun

96
89
60
80
100

APR 24 1942

67-121
Recorded
APR 24 1942
FEDERAL BUREAU OF INVESTIGATION

The firearms grades should be entered on the individual field firearms training record card.

COMMUNICATIONS SECTION
MAILED 1
★ APR 23 1942 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Very truly yours,

J. E. Hoover

John Edgar Hoover
Director

cc- Mr. J. A. Sizoo

-121

207

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

JJS:RC

DICTATED: 9:15 A.M.

March 21, 1942

MEMORANDUM FOR MR. NICHOLS

New York

I called Mr. Foxworth with reference to the work done by Special Agents in the [] case and then talked with Mr. Donegan and asked him to confer with Mr. Foxworth and ascertain to whom congratulatory letters should be written. He was furnished a list of the names which appear in the letter from U. S. Attorney Correa. Mr. Donegan later called me back and advised it was recommended by Mr. Foxworth that the following be written: Special Agents ~~McSwain~~, ~~Abrant~~, ~~Levy~~, ~~Stanley~~, ~~Grantham~~, ~~Rice~~, ~~McKinney~~, ~~Sizoo~~ and ~~Appel~~.

He stated that the activities of the others mentioned in Mr. Correa's letter were so limited and there were so many other Agents throughout the country who did just as much work and as good work that there was no way of determining to whom letters should be sent. The above Agents did outstanding work and played especially important parts in the case.

RECOMMENDATION. It is recommended that the attached letters to the above Special Agents go forward and also that Mr. Donegan who supervised the case at New York together with Mr. Little who supervised the case here at the Seat of Government be written, as well as Mr. Foxworth.

Respectfully,

J. J. McGuire
J. J. McGuire

Attachment *not att.*
P.F.

67-42-2928
Routed...
Searched...
Numbered...
MAR 31 1942
FEDERAL BUREAU OF INVESTIGATION

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Tracy _____
Mr. Rosen _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. Quinn Tamm _____
Mr. Harbo _____
Tele. Room _____
Mr. Nease _____
Miss Gahm _____
Miss Gandy _____

b6

JJS:GDC

March 21, 1942

Honorable Mathias F. Correa
United States Attorney
New York, New York

Dear Mr. Correa:

I was happy indeed to receive your letter of March 11, 1942, and I am deeply appreciative of your kind comments concerning the work of the Federal Bureau of Investigation in the Ludwig Case.

I was particularly pleased to have your specific comments concerning the various Special Agents of the Bureau who participated in the case. I also feel that the men who conducted the investigation and supervised the work cannot be commended too highly.

It is always most encouraging to have the views and observations from one who has been closely connected with our men.

With best wishes and kind regards,

Sincerely yours,

J. Edgar Hoover

0
J. H. Sizs

149

71

DEPARTMENT OF JUSTICE

UNITED STATES ATTORNEY

Southern District of New York
New York, N. Y.

MFC:AO

March 11, 1942.

Honorable J. Edgar Hoover,
Director,
Federal Bureau of Investigation,
Washington, D.C.

Dear Mr. Hoover:

I wish to take this opportunity of expressing my appreciation of the excellent work done by the Federal Bureau of Investigation in the recently concluded trial of [redacted] and others for espionage. The most satisfactory result of that case was in very large measure due to the outstanding work of the Bureau, and I think it most appropriate that I take this occasion of commending the particular Agents whose ability and untiring assistance in the preparation of the case for trial and throughout the actual trial were responsible in large part for the successful outcome.

This case, as is true of all cases in this district in which the Federal Bureau of Investigation participates in any way, is a tribute to the most competent direction and leadership of P. E. Foxworth. Particular mention should be made of the excellent supervisory work in this matter of Thomas J. Donegan and [redacted]

Working most closely with us in the preparation for trial and during the trial itself were Special Agents R. Gordon Grantham, C. H. Stanley, G. S. Abrant and G. R. Levy. All of these Agents except Agent Abrant testified at the trial. I cannot commend too highly the work of these men. The resourcefulness, ingenuity and unflagging devotion to duty which they exhibited were a real credit to the Bureau. In addition, those of them who testified gave their testimony in a clear, fair and intelligent manner and were in every respect excellent witnesses.

Most important, also, to the successful outcome of the case was the very valuable testimony of the laboratory technician C. A. Appel, and his associate P. A. Napier. I was particularly grateful for Mr. Appel's friendly cooperation with us in the preparation of that part of the case which related to the identification of numerous questioned documents.

b6

In addition to the Agents above mentioned, Special Agents B. D. Rice, J. D. McKinney, [redacted] F. E. Crosby, J. A. Sizoo, [redacted] J. I. Hart and D. D. Johnson all deserve commendation for their able assistance at various stages in the preparation and trial of the case. Most of this last group of Agents testified during the course of the trial and in every case made most convincing and intelligent witnesses.

In commending the work of these Agents to you, I realize that most valuable assistance was rendered in the course of the investigation of this case by many other Agents here and in many other districts throughout the United States. The men I mentioned were principally those with whom my Assistants and I came in close contact during the preparation of the case for trial and the progress of the trial itself, and in commending their work I have in mind, too, the fact that this case was greatly strengthened by developments during the progress of the trial itself which were brought about in many instances by the work of these Agents.

With kindest regards,

Sincerely,

/s/ MATHIAS F. CORREA

Mathias F. Correa
United States Attorney

JJS:GDC

March 21, 1942

Honorable Mathias F. Correa
United States Attorney
New York, New York

Dear Mr. Correa:

b6

I was happy indeed to receive your letter of March 11, 1942, and I am deeply appreciative of your kind comments concerning the work of the Federal Bureau of Investigation in the Case.

I was particularly pleased to have your specific comments concerning the various Special Agents of the Bureau who participated in the case. I also feel that the men who conducted the investigation and supervised the work cannot be commended too highly.

It is always most encouraging to have the views and observations from one who has been closely connected with our men.

With best wishes and kind regards,

Sincerely yours,

J. Edgar Hoover

APR 3 1942
31

149

JOHN EDGAR HOOVER
DIRECTOR
JPM:KGB



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

April 18, 1942

Call Received: 11:26 A. M.
Dictated: 11:30 A. M.

MEMORANDUM FOR MR. GLAVIN

RE: JOSEPH A. SIZOO
Special Agent

Mr. Tolson ✓
Mr. E. A. Tamm ✓
Mr. Clegg
Mr. Glavin ✓
Mr. Ladd ✓
Mr. Nichols
Mr. Tracy
Mr. Rosen
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Holloman
Tele. Room
Mr. Harbo
Mr. Quinn Tamm
Mr. Nease
Miss Beahm
Miss Gandy

Reference is made to the memorandum from Mr. Ladd to Mr. Tolson dated April 16, 1942 regarding the possibility of having the above-named agent transferred to the Seat of Government at this time to act as a Supervisor in the Internal Security Section of the National Defense Division.

Pursuant to your instructions, Mr. Foxworth of the New York Office was telephonically contacted on April 18, 1942 regarding this transfer and he very definitely stated he was opposed to it at this time. He stated that recently the Bureau had requested Special Agent T. G. Spencer or this agent for supervisory duties in the Bureau and that Agent Spencer was transferred. He further stated that Special Agent Sizoo is presently working on some important espionage activities which would be very seriously handicapped if he were taken off at this time.

0 MAY 4 - 1942

RECOMMENDATION: It is recommended that Special Agent Sizoo not be transferred to the Seat of Government as a Supervisor at this time.

Logue 8/4/18

*Let Mr. Tolson see 4/22/42
JPM.*

RECORDED
Respectfully,
J. P. Mohr
J. P. Mohr

67-57045-122
FEDERAL BUREAU OF INVESTIGATION
MAY 2 1942
Routed... Recorded...
Searched... Indexed...
Numbered... Filed... 91

W. J. [Signature]

JKM:BK

April 22, 1942

~~PERSONAL AND CONFIDENTIAL~~

Mr. P. E. Foxworth
Assistant Director
Federal Bureau of Investigation
U. S. Department of Justice
607 U. S. Court House, Foley Square
New York, New York

Re: JOSEPH A. SIZOO
Special Agent

Dear Sir:

Please advise me fully concerning the cases
presently assigned to Special Agent Joseph A. Sizoo.

I would like to know the title, character and
nature of each case, along with the exact date on which
it was assigned to Mr. Sizoo. I would like to have your
reply by return mail.

Very truly yours, MAY 4 1942

RECORDED

67-57045-123

John Edgar Hoover

Director MAY 2 1942

Noted ☒ Replied ☐
Searched ☐ Checked ☐
Numbered ☐ Filed ☒ 91

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Nease _____

COMMUNICATIONS SECTION
MAILED 6
APR 29 1942 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

RECEIVED-ROOM 5640
FBI
APR 29 4 56 PM '42
U. S. DEPT. OF JUSTICE

Smph
JRM

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME Joseph Alexander Sizoo AGE 31 YEARS, 7 MONTHS
NATIVITY (state of birth) Minn. MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN 1
FAMILY HISTORY None of Diseases mentioned (deceased)

HISTORY OF ILLNESS OR INJURY None

HEAD AND FACE

EYES: PUPILS (size, shape, reaction to light and distance, etc.) Normal

DISTANT VISION RT. 20 /20, corrected to 20 /20

LT. 20 /20, corrected to 20 /20

COLOR PERCEPTION Normal

(state edition of Stilling's plates or Lamps used)

DISEASE OF ANATOMICAL DEFECTS

EARS: HEARING RT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

LT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

DISEASE OR DEFECTS

NOSE

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES

REMARKS

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Normal

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH 1, 16, 17, 19, 32

NONVITAL TEETH 20

PERIAPICAL DISEASE 20

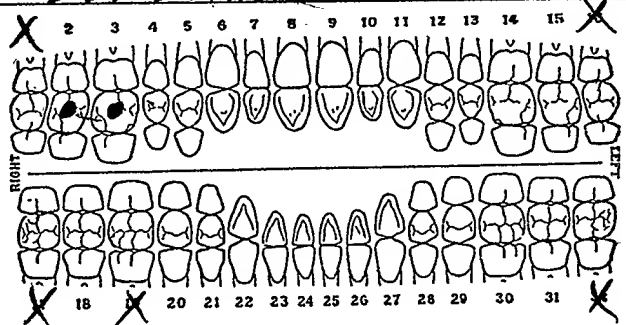
MARKED MALOCCLUSION 20

PYORRHEA ALVEOLARIS 20

TEETH REPLACED BY BRIDGES 20

DENTURES 20

REMARKS



(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE

TEMPERATURE 98.4 CHEST AT EXPIRATION 33

HEIGHT 74 1/2 CHEST AT INSPIRATION 36

WEIGHT 149 1/2 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 72

RECENT GAIN OR LOSS, AMOUNT AND CAUSE None

SKIN, HAIR, AND GLANDS Normal

NECK (abnormalities, thyroid gland, trachea, larynx) Normal

SPINE AND EXTREMITIES (bones, joints, muscles, feet) Normal

THORAX (size, shape, movement, rib cage, mediastinum) 7/1
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. 7/1

CARDIO-VASCULAR SYSTEM 7/1

HEART (note all signs of cardiac involvement) 7/1

PULSE: BEFORE EXERCISE 60

AFTER EXERCISE 92

THREE MINUTES AFTER 60

BLOOD PRESSURE: SYSTOLIC 112

DIASTOLIC 68

CONDITION OF ARTERIES 7/1

CONDITION OF VEINS 7/1

CHARACTER OF PULSE 7/1

HEMORRHOIDS 7/1

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) 7/1

GENITO-URINARY SYSTEM 7/1

URINALYSIS: SP. GR. 1.015

ALB. Negative

SUGAR Negative

MICROSCOPY Negative

VENEREAL DISEASE 7/1

NERVOUS SYSTEM 7/1

(organic or functional disorders)

ROMBERG 7/1

INCOORDINATION (gait, speech) 7/1

REFLEXES, SUPERFICIAL 7/1

DEEP (knee, ankle, elbow) +

TREMORS 7/1

SEROLOGICAL TESTS Negative

BLOOD TYPE "O"

ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) 7/1

SMALLPOX VACCINATION: DATE OF LAST VACCINATION None in 5 yrs

TYPHOID PROPHYLAXIS: NUMBER OF COURSES 1

DATE OF LAST COURSE "

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE "

SUMMARY OF DEFECTS None

CAPABLE OF PERFORMING DUTIES INVOLVING Strenuous

PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes (yes or no)

(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) 150 11/15/41 130 11/15/41 140 11/15/41 150 11/15/41 160 11/15/41 170 11/15/41 180 11/15/41 190 11/15/41 200 11/15/41 210 11/15/41 220 11/15/41 230 11/15/41 240 11/15/41 250 11/15/41 260 11/15/41 270 11/15/41 280 11/15/41 290 11/15/41 300 11/15/41 310 11/15/41 320 11/15/41 330 11/15/41 340 11/15/41 350 11/15/41 360 11/15/41 370 11/15/41 380 11/15/41 390 11/15/41 400 11/15/41 410 11/15/41 420 11/15/41 430 11/15/41 440 11/15/41 450 11/15/41 460 11/15/41 470 11/15/41 480 11/15/41 490 11/15/41 500 11/15/41 510 11/15/41 520 11/15/41 530 11/15/41 540 11/15/41 550 11/15/41 560 11/15/41 570 11/15/41 580 11/15/41 590 11/15/41 600 11/15/41 610 11/15/41 620 11/15/41 630 11/15/41 640 11/15/41 650 11/15/41 660 11/15/41 670 11/15/41 680 11/15/41 690 11/15/41 700 11/15/41 710 11/15/41 720 11/15/41 730 11/15/41 740 11/15/41 750 11/15/41 760 11/15/41 770 11/15/41 780 11/15/41 790 11/15/41 800 11/15/41 810 11/15/41 820 11/15/41 830 11/15/41 840 11/15/41 850 11/15/41 860 11/15/41 870 11/15/41 880 11/15/41 890 11/15/41 900 11/15/41 910 11/15/41 920 11/15/41 930 11/15/41 940 11/15/41 950 11/15/41 960 11/15/41 970 11/15/41 980 11/15/41 990 11/15/41 1000 11/15/41

7/11/41

DATE OF EXAMINATION 4/9/42

TJD:JKB

New York, New York
February 6, 1942

MEMORANDUM TO ALL EMPLOYEES:

It is requested that you indicate below your proficiency in any foreign language. It is desired that you indicate your ability as either GOOD or POOR.

If an employee indicates his ability as being GOOD, this employee will be considered as capable of handling translations and interpreting the speech of a person speaking in a foreign language. It will also be considered to mean that this employee has some ability to converse in a language and to express himself in writing in this foreign language. If an employee indicates his ability as being POOR, it is understood that he does not consider himself qualified to translate conversations or written material, and also that he is not qualified to converse in this language.

It is requested that you fill out both copies of this memorandum, inasmuch as one copy will be forwarded to the Bureau so that it may be recorded on your avocation sheet on file at the Bureau. One copy of this memorandum is being kept available in this office, so that you can be considered for assignments where the knowledge of and ability to translate a foreign language is necessary.

P. E. Foxworth 2 MAY 1942
P. E. FOXWORTH
Assistant Director

W29.

My ability in the following languages is -

LANGUAGE	GOOD	POOR
<i>Holland</i>	—	<u>X</u>
<i>French</i>	—	<u>X</u>
_____	—	—
_____	—	—

*Was:
French - French, with
dictionary.*

(Signed)

Joseph A. Sizoo 151

JKM:BK

May 18, 1942

~~PERSONAL AND CONFIDENTIAL~~

Special Agent in Charge
New York, New York

Re: JOSEPH A. SIZOO
Special Agent

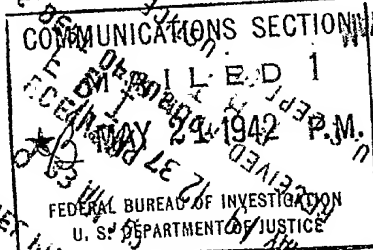
Dear Sir:

Your letter dated May 5, 1942 indicated that the only cases assigned this Special Agent were those entitled [redacted] Espionage-G" and [redacted] with aliases; Espionage-G." Except for the administrative duties outlined in the third paragraph of this reference letter, you offered the assignment of these cases to this Agent as the basis for your protest against his transfer to the Bureau.

In the [redacted] case, the only evidence of attention on the part of Agent Sizoo was a letter addressed to the Bureau dated December 4, 1941 in answer to an inquiry concerning its status, in which you informed that the case had not been further investigated because the Agent to whom it was assigned had been working on the Ducase and the [redacted] case; a report dated March 24, 1942 covering periods of investigative activities on three days; and a letter dated March 26, 1942 transmitting an item for laboratory examination. In the [redacted] case, the only evidence of activity on the part of Agent Sizoo was a report dated January 30, 1942 covering investigative activities on two days.

In view of the above and the fact you approved the granting of annual leave for a period of twelve days, I desire that you advise by return mail if you have any more substantial reason why Mr. Sizoo should not be transferred to the Bureau immediately.

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____



John Edgar Hoover
Director

RECEIVED MAY 20 1942

RECEIVED DIRECTOR
MAY 20 6 10 PM '42

MAY 20 6 10 PM '42

MAY 19 8 10 PM '42

**Federal Bureau of Investigation
United States Department of Justice**

TJD:ES

New York, New York
May 5, 1942

PERSONAL AND CONFIDENTIAL

Director
Federal Bureau of Investigation
Washington, D. C.

Re : JOSEPH A. SIZOO
Special Agent

Dear Sir:

With reference to Bureau letter dated April 22, 1942, requesting information as to the assignments of Special Agent Sizoo, I wish to advise that Agent Sizoo has presently assigned to him the case entitled " [redacted] - ESPIONAGE - G", and also " [redacted] with aliases - ESPIONAGE - G".

Agent Sizoo has recently been at In-Service Training and also has been on annual leave for a period of twelve days.

Agent Sizoo has also been assigned to a review of pending German espionage cases for the purpose of considering cases for deferment. He also has been assigned to reviewing and preparing information for the benefit of ONI and G 2 which inquiries are received from these organizations concerning German espionage matters. Agent Sizoo has been engaged for a considerable period of time in substituting for Supervisor Emrich of this office on the German Espionage and Sabotage desk. He also assists in the handling of material on this desk from time to time.

Very truly yours,

P. E. Foxworth
P. E. FOXWORTH
Assistant Director

b6

JUN 3 1942

67-125

W. J. G. 100
FILED SECTION

May 4, 1942

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph Alexander Sizoo
Federal Bureau of Investigation
607 United States Court House Building
Foley Square
New York, New York

Dear Mr. Sizoo:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Washington, D. C., on April 9, 1942.

This report reflects the following physical defects:

None

The Board of Examining Physicians makes the following recommendations:

Vaccination for smallpox.
Inoculation for typhoid.
Inoculation for tetanus.

It reports that you are capable of performing strenuous physical exertion, and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

For your information, it was determined during this examination that your blood is International Type

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

COMMUNICATIONS SECTION
MAILED 12
MAY - 4 1942 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
CC: Mr. Clegg
CC: SAC, New York

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director

[Handwritten signature]

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

CC-287

Mr. Tolson _____
Mr. E.A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Harbo _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

DNL:PC
Call: 4:40 PM
Transcribed: 5:10 PM

May 9, 1942

MEMORANDUM FOR MR. E. A. TAMM

RE: JOE SIZOO
Special Agent
New York City

I called Assistant SAC Donegan of the New York Office with reference to his letter concerning the above and advised that he neglected to furnish the dates that the [redacted] and [redacted] cases were assigned to this agent. Donegan stated he would check on these dates and would call me back.

Donegan called back and advised that the [redacted] case was assigned to Sizoo on November 21, 1941 and the [redacted] case was assigned to him on November 3, 1941. He stated that this agent has been working on these two cases ever since they have been assigned to him.

Respectfully,

[Signature]
M. Ladd

67-126
FEDERAL BUREAU OF INVESTIGATION
MAY 26 1942
Housed ☒ Recorded ☒
Searched ☒ Indexed ☒
Numbered ☒ Filed ☒

FOR DEFENSE



[Signature] E. A. TAMM
MAILS SECTION

JOHN EDGAR HOOVER
DIRECTOR



JKM: BK

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

May 14, 1942

MEMORANDUM FOR THE DIRECTOR

Re: JOSEPH A. SIZOO
Special Agent

Mr. Tolson ☒
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

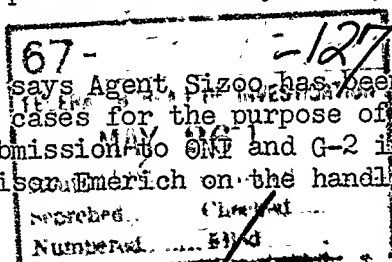
On April 16, 1942 I requested the transfer of Special Agent Joseph A. Sizoo to the Bureau for assignment to Division 5. This request was based on the need for a man with his ability and experience in the supervision of cases involving violations of the sedition and related laws. You will recall that this type case has assumed outstanding importance in the last few weeks.

As a result of this request Mr. Foxworth advised that this Agent was presently working on important espionage activities which would be seriously handicapped if he were taken off at this time. A letter was therefore directed to Mr. Foxworth requesting advice as to the identity of the matters assigned Mr. Sizoo and the date on which the assignments were made. In reply the Bureau has been informed that the case entitled "[redacted]"; Espionage - G" was assigned Mr. Sizoo November 21, 1941, and the case entitled "[redacted]" with aliases; Espionage - G" was assigned him November 8, 1941.

I have had the files in the above cases checked with the following results. In the [redacted] case, the only evidence of attention on the part of Agent Sizoo was a letter addressed to the Bureau dated December 4, 1941 advising that attention could not be given that case because of the Agents assigned to the Ducase and the [redacted] case; a report dated March 24, 1942 covering periods of investigative activities on three days, February 26, 1942, March 9, 1942 and March 22, 1942; and a letter dated March 26, 1942 transmitting an item for laboratory examination.

In the [redacted] case, the only evidence of activity on the part of Agent Sizoo was a report dated January 30, 1942 covering the period of January 20-21, 1942; Miami is the office of origin in this case.

The only other matters to which Mr. Foxworth says Agent Sizoo has been assigned are the reviewing of pending German espionage cases for the purpose of considering deferment, the preparation of material for submission to OMT and G-2 in answer to their inquiries, and the assisting of Supervisor Emerich on the handling of German matters, all general assignment functions.



In view of the above facts it is requested that instructions be issued for the immediate transfer of Special Agent Sizoo to Washington for assignment to supervisory duties.

Respectfully,

D. M. Ladd
D. M. Ladd

FOR DEFENSE



JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

CC-287

Mr. Tolson _____
Mr. E.A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Holloman _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Harbo _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

DML:WGR
Call: 9:40 P.M.
Transcribed: 10:40 P.M.

May 25, 1942

MEMORANDUM FOR MR. GLAVIN

RE: JOSEPH SIZOO,
Special Agent.

Special Agent Donegan of the New York Office telephonically contacted me with reference to the letter which the Bureau had sent to the New York Office requesting additional reasons why the New York Office is objecting to the transfer of Agent Sizoo.

Mr. Donegan stated that he can offer no other reason why Agent Sizoo should not be transferred, and he therefore suggests that such a transfer be made.

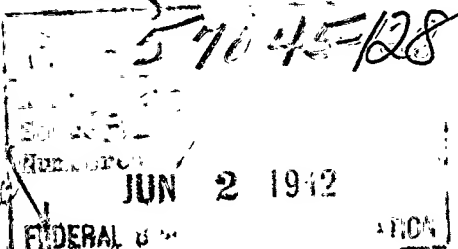
Mr. Donegan will confirm this conversation by letter.

Very truly yours,

D. M. Ladd
D. M. Ladd

4 JUN 1942

RECORDED



*Wp's sent and
Letter signed
6-1-42
[Signature]*

FOR DEFENSE



Federal Bureau of Investigation
United States Department of Justice
New York, N. Y.

TJD:JKB

May 26, 1942

PERSONAL & CONFIDENTIAL

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Kramer
Mr. McGuire
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

Director
Federal Bureau of Investigation
Washington, D. C.

RE: JOSEPH A. SIZOO
Special Agent

Dear Sir:

Reference is made to the Bureau's personal and confidential letter of May 18, 1942, which refers to a letter from this office, dated May 5, 1942. It is noted that the Bureau requests to be advised if any further reasons exist why Mr. Sizoo should not be transferred to the Bureau immediately.

This is to confirm telephone conversation with Assistant Director Ladd, advising that there are no additional reasons why Agent Sizoo should not be transferred to the Bureau.

Very truly yours,

P. E. Foxworth

P. E. FOXWORTH
Assistant Director.

2 JUN 9 1942

Received	7
Observed	
Indexed	
Serialized	

67-129

FEDERAL BUREAU OF INVESTIGATION
2 JUN 12 6 19 214
U.S. DEPT. OF JUSTICE

JOHN EDGAR HOOVER
DIRECTOR



DML:mm

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.
June 16, 1942

CC-287

Mr. Tolson _____
Mr. E.A. Tamm _____
Mr. Clegg _____
Mr. Glavin ☒ _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Kramer _____
Mr. McGuire _____
Mr. Harbo _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

WRG
\$98

MEMORANDUM FOR MR. TAMM

RE: JOSEPH A. SIZOO
Special Agent
EOD - 11/1/38
CAF-12 \$4600

This is to advise that the above employee entered on duty in the Security Division on June 16, 1942, and was assigned to the Internal Security Section on the Registration Act desk, Room 4640, Extension 2001.

A report will be submitted on his progress at the expiration of forty-five days.

Respectfully,

D. M. Ladd

CC - Mr. Mumford

4 JUN 27 1942

67-57045-130	
Routed.....	Recorded.....
Searched.....	Indexed.....
Numbered.....	Filed.....
JUN 22 1942	
FEDERAL BUREAU OF INVESTIGATION	

TELETYPE

FOR DEFENSE



BUY
UNITED
STATES
SAVINGS
BONDS
AND STAMPS

REPORT OF EFFICIENCY RATING

REGULAR (X); INTERIM ()
PROBATIONARY—1st () 2d ()

Classification Symbols

(Service) 12 (Grade) CAF (Class)

As of MARCH 31, 1942 based on performance during period from APRIL 1, 1941 to MARCH 31, 1942

JOSEPH A. SIZOO
(Name of employee)

SPECIAL AGENT
(Title of position)

F.B.I.
(Bureau)

DEPT. OF JUSTICE
(Division)

INVESTIGATIVE FIELD
(Section)

NEW YORK
(Subsection or unit)

NEW YORK
(Field office)

ON LINES BELOW
MARK EMPLOYEE

✓ if adequate

— if weak

+ if outstanding

1. Underline the elements which are especially important in the position.
2. Rate only on elements pertinent to the position.
 - a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
 - b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not.
3. Before rating, become thoroughly familiar with instructions in the rating manual.

CHECK ONE:

Administrative,
supervisory, or
planning _____ ☐

All others _____ ☒

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- (3) Skill in the application of techniques and procedures.
- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- (5) Attention to broad phases of assignments.
- (6) Attention to pertinent detail.
- (7) Accuracy of operations.
- (8) Accuracy of final results.
- (9) Accuracy of judgments or decisions.
- (10) Effectiveness in presenting ideas or facts.
- (11) Industry.
- (12) Rate of progress on or completion of assignments.
- (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)
- (14) Ability to organize his work.
- (15) Effectiveness in meeting and dealing with others.
- (16) Cooperativeness.
- (17) Initiative.
- (18) Resourcefulness.
- (19) Dependability.
- (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
- (22) Effectiveness in adapting the work program to broader or related programs.
- (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- (30) Ability to make decisions.
- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

----- (A) -----

----- (B) -----

----- (C) -----

87-NOT RECORDED

STANDARD

Deviations must be explained on reverse side of this form

- All underlined elements marked plus, and no element marked minus
- A majority of underlined elements marked plus, and no element marked minus
- All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or— a majority of underlined elements marked at least with a check, and minus marks on underlined elements over-compensated by plus marks on underlined elements.
- A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks
- A majority of underlined elements marked minus

Adjective rating	Numerical rating
Excellent	1
Very good <u>X</u>	2 or 3
Good	4, 5, or 6
Fair	7 or 8
Unsatisfactory	9

Adjective rating Numerical rating

Rating official Very good

Reviewing official

On the whole, do you consider the conduct of this employee to be satisfactory? YES (See back of form)
(Yes or no)

Rated by P. E. Foxworth
P. E. FOXWORTH (Signature of rating official)

ASSISTANT DIRECTOR
(Title)

MARCH 31, 1942
(Date)

Reviewed by W. R. Glavin
(Signature of reviewing official)

Assistant Director
Federal Bureau of Investigation
(Title)

MAY 25 1942
(Date)

Rating approved by efficiency rating committee MAY 25 1942
(Date)

Report to employee

(Adjective rating)

(Numerical rating)

JOSEPH A. SIZOO

Special Agent

Grade CAF-12

Efficiency Rating as of 3/31/42

The above-named Special Agent, who has been assigned to the New York Office since December 17, 1939, has, since that time, been engaged in conducting investigations exclusively in national defense matters.

Special Agent Sizoo makes a very neat appearance, has a good educational background, and is known to make a very favorable impression upon persons whom he contacts in connection with the Bureau's work.

He has a better-than-average knowledge of the violations within the jurisdiction of the Bureau, handles any matters assigned to him with more than the average amount of thoroughness, and exhibits good judgment in his investigations. He has shown considerable resourcefulness and requires but a minimum amount of supervision.

Special Agent Sizoo can qualify satisfactorily in the use of firearms and technical equipment and can operate an automobile successfully. He can be used on any type of Bureau investigation and could be expected to function satisfactorily in dangerous assignments or raids. He has also shown ability in maintaining the usual type of national defense surveillance.

It is my opinion that this Agent might be classed as a very good Agent with very definite indications of developing along administrative lines.

C. J. [Signature]

REPORT OF REGULAR () INTERIM () PROBATIONARY—1st () 2d () EFFICIENCY RATING

Classification Symbols

(Service) (Grade) (Class)

As of August 1, 1942 based on performance during period from June 16, 1942 to August 1, 1942

Joseph A. Sizoo Special Agent F.B.I.
(Name of employee) (Title of position) (Bureau)

Security Internal Security --
(Division) (Section) (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE	1. Underline the elements which are especially important in the position. 2. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not. 3. Before rating, become thoroughly familiar with instructions in the rating manual.	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	--

- | | |
|---|---|
| ----- (1) Maintenance of equipment, tools, instruments. | ----- (21) Effectiveness in planning broad programs. |
| ----- (2) Mechanical skill. | ----- (22) Effectiveness in adapting the work program to broader or related programs. |
| ----- (3) Skill in the application of techniques and procedures. | ----- (23) Effectiveness in devising procedures. |
| ----- (4) Presentability of work (appropriateness of arrangement and appearance of work). | ----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| ----- (5) Attention to broad phases of assignments. | ----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates. |
| ----- (6) Attention to pertinent detail. | ----- (26) Effectiveness in instructing, training, and developing subordinates in the work. |
| ----- (7) Accuracy of operations. | ----- (27) Effectiveness in promoting high working morale. |
| ----- (8) Accuracy of final results. | ----- (28) Effectiveness in determining space, personnel, and equipment needs. |
| ----- (9) Accuracy of judgments or decisions. | ----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines. |
| ----- (10) Effectiveness in presenting ideas or facts. | ----- (30) Ability to make decisions. |
| ----- (11) Industry. | ----- (31) Effectiveness in delegating clearly defined authority to act. |
| ----- (12) Rate of progress on or completion of assignments. | |
| ----- (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no) | |
| ----- (14) Ability to organize his work. | |
| ----- (15) Effectiveness in meeting and dealing with others. | |
| ----- (16) Cooperativeness. | |
| ----- (17) Initiative. | |
| ----- (18) Resourcefulness. | |
| ----- (19) Dependability. | |
| ----- (20) Physical fitness for the work. | |

STATE ANY OTHER ELEMENTS CONSIDERED

(A) _____
(B) _____
(C) _____

STANDARD	Adjective rating	Numerical rating	Rating official	Adjective rating	Numerical rating
6-15-42 Deviations must be explained on reverse side of this form					
All underlined elements marked plus, and no element marked minus	Excellent	1	Rating official	Good	
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3			
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or a majority of underlined elements marked at least with a check, and minus marks on underlined elements over-compensated by plus marks on underlined elements	Good	4, 5, or 6	Reviewing official		
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8			
A majority of underlined elements marked minus	Unsatisfactory	9			

On the whole, do you consider the conduct of this employee to be satisfactory? (Yes or no) (See back of form)

Rated by [Signature] Section Chief 8/1/42
(Signature of rating official) (Title) (Date)
Reviewed by [Signature] Asst. Dir. 8/5/42
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee (Date) Report to employee (Adjective rating) (Numerical rating)

CONDUCT REPORT

(This space is to be used in case the question on the face of the sheet regarding the employee's conduct has been answered "No." In such a case give here a full statement of the particulars in which the employee's conduct has not been satisfactory.)

(Signature)

EXPLANATION OF DEVIATIONS FROM STANDARD

(Signature)

RECEIVED
JUL 10 1942
U. S. DEPT. OF JUSTICE

RECEIVED
JUL 10 1942
PERSONNEL FILES
U. S. DEPT. OF JUSTICE

Since assignment to the Seat of Government, this Agent has been engaged in investigative supervisory duties. He is intelligent, has shown an ability to grasp his new duties and a desire to be of the maximum service. He has performed overtime voluntarily, and it is believed that with additional experience, he will develop into a better than average supervisor.

REPORT OF EFFICIENCY RATING

REGULAR () ; INTERIM ()
PROBATIONARY—1ST () 2D ()

Classification Symbols		
12	CAF	
(Service)	(Grade)	(Class)

As of Aug. 4, 1942 based on performance during period from 3/31/42 to _____

JOSEPH A. SIZOO Special Agent FBI
(Name of employee) (Title of position) (Bureau)

Dept. of Justice Investigative Field New York
(Division) (Section) (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate — if weak + if outstanding	1. Underline the elements which are especially important in the position.	CHECK ONE: Administrative, supervisory, or planning _____ <input type="checkbox"/> All others _____ <input checked="" type="checkbox"/>
	2. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions.	
	b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not.	
	3. Before rating, become thoroughly familiar with instructions in the rating manual.	

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- (3) Skill in the application of techniques and procedures.
- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- (5) Attention to broad phases of assignments.
- (6) Attention to pertinent detail.
- (7) Accuracy of operations.
- (8) Accuracy of final results.
- (9) Accuracy of judgments or decisions.
- (10) Effectiveness in presenting ideas or facts.
- (11) Industry.
- (12) Rate of progress on or completion of assignments.
- (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)
- (14) Ability to organize his work.
- (15) Effectiveness in meeting and dealing with others.
- (16) Cooperativeness.
- (17) Initiative.
- (18) Resourcefulness.
- (19) Dependability.
- (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
- (22) Effectiveness in adapting the work program to broader or related programs.
- (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- (30) Ability to make decisions.
- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) _____
- (B) _____
- (C) _____

STANDARD		Deviations must be explained on reverse side of this form	
	Adjective rating	Numerical rating	
All underlined elements marked plus, and no element marked minus	Excellent	1	Rating official <u>Very good.</u>
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3	
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or a majority of underlined elements marked at least with a check, and minus marks on underlined elements over-compensated by plus marks on underlined elements	Good	4, 5, or 6	Reviewing official _____
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8	
A majority of underlined elements marked minus	Unsatisfactory	9	

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (See back of form)
(Yes or no)

Rated by P. E. Foxworth Assistant Director August 4, 1942
(Signature of rating official) (Title) (Date)

Reviewed by _____
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating) (Numerical rating)

CONDUCT REPORT

(This space is to be used in case the question on the face of the sheet regarding the employee's conduct has been answered "No." In such a case give here a full statement of the particulars in which the employee's conduct has not been satisfactory.)

(Signature)

EXPLANATION OF DEVIATIONS FROM STANDARD

(Signature)

JOSEPH A. SIZOO

Special Agent

Grade CAF-12

Special Efficiency Rating

Special Agent Sizoo, who arrived at the New York Office on December 17, 1939, was, since that time and up to the time of his departure under transfer to the Bureau, assigned specifically to matters pertaining to national defense. The greater part of his work in this office was in connection with the Ducase, as well as the [redacted] case, espionage investigations.

b6

Special Agent Sizoo makes a very good appearance, is a neat dresser, and has a satisfactory personality and approach so that he makes a good impression upon persons whom he contacts in connection with the Bureau's work. He shows better than the average amount of thoroughness, has a good knowledge of the various violations within the jurisdiction of the Bureau, and applies himself with considerable enthusiasm to his assignments. He has a satisfactory amount of resourcefulness in the investigations that he conducts.

He has a better than average ability in the use of firearms as well as technical equipment and can operate an automobile satisfactorily. Agent Sizoo has shown himself to have adequate ability in maintaining the usual type of national defense surveillance and can be used on dangerous assignments or raids.

During his assignment at this office, he assisted for a period of time in administering one of the supervisor's desks and has shown himself to have definite administrative qualifications and possibilities.

It is my opinion that this Agent might be classed as a very good Special Agent.

Federal Bureau of Investigation
United States Department of Justice
New York, N. Y.

PEF:JKB

August 4, 1942

PERSONAL AND CONFIDENTIAL

Director
Federal Bureau of Investigation
Washington, D. C.

RE: JOSEPH A. SIZOO,
Special Agent

Dear Sir:

There are being transmitted, herewith, the personnel file, firearms record card and leave card on Special Agent JOSEPH A. SIZOO, who has left this office under transfer to the Bureau.

There is also enclosed my special efficiency rating on this Agent.

Very truly yours,

P. E. Foxworth
P. E. FOXWORTH
Assistant Director.

Enclosures (4)

Registered Mail

4 AUG 26 1942

67-57045-133

Searched	4	Recorded	1
Indexed	1	Checked	1
Numbered	1	Filed	1

AUG 18 1942

FEDERAL BUREAU OF INVESTIGATION

FILES SECTION

December 4, 1942

PERSONAL AND ~~CONFIDENTIAL~~

0
Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

You are advised that the investigation of the case entitled, "Unknown Subjects, American Bobbinet Company, Newburgh, New York, February 27, 1941," was not properly handled by the New York Field Division inasmuch as several communications from the Bureau over a considerable period of time were completely ignored by the supervisor to whom the investigation was assigned. I have been advised that on four different occasions while you were acting in the absence of Supervisor E. F. Enrich, you initialled correspondence for the file without properly handling it.

I am amazed to think a Special Agent charged with the supervision of such extremely important investigative cases as sabotage would in such a perfunctory manner perform his duties. Should it be necessary to call such a dereliction to your attention again, I shall take drastic administrative action in your case.

Very truly yours,

John Edgar Hoover

John Edgar Hoover

Director

Mr. Tolson

Mr. E. A. Tamm

Mr. Clegg

Mr. Glavin

Mr. Ladd

Mr. Nichols

Mr. Rosen

Mr. Tracy

Mr. Carson

Mr. Coffey

Mr. Hendon

Mr. Kramer

Mr. McGuire

Mr. Quinn Tamm

Mr. Nease

Miss Gandy

CC - Mr. Ladd

COMMUNICATIONS SECTION

MAILED 3
DEC 8 1942 P.M.FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

3 DEC 27 1942

DEC 7 2 03 PM '42
RECEIVED-DIRECTOR
F B I
U. S. DEPT. OF JUSTICE

57045-134

RECEIVED-DEPT. OF JUSTICE

RECEIVED-DEPT. OF JUSTICE

DEC 11 11 58 AM '42

New York, New York

EFE:SVb
98-1045

December 10, 1942.

Director
Federal Bureau of Investigation
Washington, D.C.

Re: UNKNOWN SUBJECTS;
WORKING CONDITIONS AT ROBINS DRY DOCK
AND REPAIR COMPANY, ERIE BASIN, BROOKLYN, N.Y.;
SABOTAGE.

Dear Sir:

Reference is made to my letter of November 13, 1942 in which, in accordance with your request, an explanation was furnished as to the delinquency in handling the investigation in this matter.

At the outset, I might state that I did not assume the duties of Special Agent in Charge of the New York Division until October 2, 1941 and, therefore, I do not feel that I should assume the responsibility for or be in a position to furnish an appropriate explanation as to the reason for such dereliction in this matter prior to that date.

However, in accordance with your further request, I am furnishing you hereinafter the names of the various employees who initialed certain of the correspondence involved in this matter.

Your letter of June 20, 1941, which, as has been previously explained in my reference letter, was completely lost in the files of this office, and at the present time only a copy of the letter is available, the original still being misplaced, bears the initials H. J. P., whose identity cannot be established through the present available records of this office.

Your letter of November 7, 1941 which requested that the investigation be expedited, upon being received, a copy thereof was initialed by Special Agent E. F. Emrich and sent to the file-room with the request that the file be sent. The original of this communication was thereafter initialed for filing by Special Agent Joseph A. Sizoo, who noted thereon "see report of 12/16/41", which is a report of Special Agent S. H. Roberson, as mentioned in my previous communication. Your letter of December 17, 1941 was handled in a similar manner.

Your letter of February 6, 1942 was apparently placed in the files without being initialed and initials were not affixed thereto until the time that the proper file in this matter was located and all previous serials consolidated therein.

83

NY 98-10457
To: Director

b6

December 10, 1942.

Your letter of April 13, 1942 was initialed by Special Agent E. F. Enrich of this office, who immediately thereafter dictated a letter dated April 29, 1942, in which it is clear that this office was at that time still of the impression that your follow-up letters referred to the case in which a closed report was submitted by Special Agent S. H. Roberson on December 16, 1941.

Bureau letter of May 19, 1942, upon being received, a copy thereof was initialed by E. F. Enrich and the original was routed to Special Agent [redacted] who was working exclusively on sabotage cases, with the request that he initiate further effort to find the file in this case. He subsequently initialed this serial for filing, as well as Bureau letters of July first and August 11, 1942, after having held them pending the thorough search that was being made in the files of this office in an effort to locate the correct file and after having dictated the letter from this office dated October 6, 1942, in which the inability of this office to locate the Bureau's original correspondence in this case was pointed out to the Bureau.

With respect to the letter from the Bureau of September 25, 1942, neither copies of this communication were initialed for filing until November 13, 1942, after the submission of the closing report of Special Agent Geoffrey B. Knutson, dated at New York, New York, November 12, 1942, it being presumed that they were being held in the file room pending a search for the proper file in this case.

Insofar as your letter of November 3, 1942 is concerned, which of course furnished sufficient information, details, and copies of previous correspondence, which enabled an investigation to be conducted, same was immediately assigned for appropriate investigation and a closing report submitted.

The above is being furnished to the Bureau in order to supplement previous information furnished to the Bureau in reference letter.

Very truly yours,

P. E. FOXWORTH
Assistant Director.

December 2, 1942

JWM:PBF

MR. GLAVIN

RE: SPECIAL AGENTS E. F. ENRICH AND
JOSEPH A. SIZOO

Failure to Properly Handle Bureau
Correspondence while Assigned to
New York Field Division

By teletype dated February 27, 1941, in a case entitled "Unknown Subjects, American Bobbinet Company, Newburgh, New York, February 27, 1941, Sabotage", the New York Field Division advised of an alleged act of sabotage at the above-named company. Under dates of June 11, 1941, November 7, 1941, December 16, 1941, March 3, 1942, April 16, 1942, and June 12, 1942, the Bureau communicated with the New York Field Division requesting that action be taken in the above-named case. The New York Field Division was requested to submit an explanation for the mishandling of this investigation and to advise the identity of the Agents of the New York Office who initialled this correspondence for file without seeing that proper action was taken even to acknowledge it.

By letter dated November 20, 1942, the New York Field Division advised that the failure of the New York Office to function in this matter was due to the failure of Supervisor E. F. Enrich and in his absence Special Agent J. A. Sizoo to properly perform their duties in that they initialled correspondence for the file without taking the appropriate action on it.

RECOMMENDATION: It is recommended that the attached letters of censure go forward to these Special Agents for the derelict manner in which they handled this investigation.

Respectfully,

J. W. Mackle

COPIES

COPIES

COPIES

rl

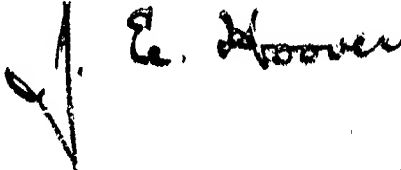
October 25, 1942

Mr. J. Edgar Hoover
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Sir:

Mr. Tolson _____ This will acknowledge the receipt of your contribution of
Mr. E. A. Tamm _____ \$5.00 to the fund to be paid to the designated beneficiary of any
Mr. Clegg _____ participating Special Agent of the Bureau who dies, from any cause
Mr. Glavin _____ except self-destruction, while employed as a Special Agent. Pay-
Mr. Ladd _____ ment will be made for death by self-destruction after the Agent
Mr. Nichols _____ has been a member of the fund for two years.
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Jones _____
Mr. McGuire _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

Sincerely yours.


John Edgar Hoover
Director

**Federal Bureau of Investigation
United States Department of Justice**

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to September 4, 1942, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name Dorothy T. Sizoo Address 4731 Old Dominion Drive,
Arlington, Va.
Relationship Wife Dated Sept. 15, 1942

Very truly yours,



ack 9-26-42

9-18

Joseph A. Sizoo
Special Agent

1267
Memphis

MWK:MEE

January 26, 1943

Local Board Number 255
Selective Service System
37-13 82nd Street
Jackson Heights, Long Island
New York

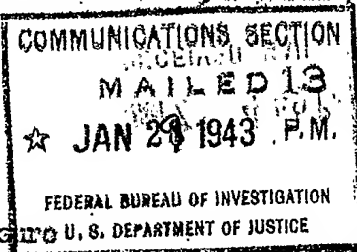
Gentlemen:

Reference is made to your communication of January 13, 1943, with regard to the Selective Service case of Mr. Joseph A. Sizoo, who is duly registered at your Board as Order Number 2422. You will recall that previously deferment was requested for him, and as a result thereof, he was placed in a deferred status.

Mr. Sizoo is still employed by this Bureau and it has been impossible to effect any replacement for him during the deferment period. As you have been previously advised, he has been in this Bureau since July 10, 1935, and is a trained Special Agent. In accordance with your request, I am transmitting herewith, D.S.S. Form 42-A (Revised) executed by me under date of January 19, 1943, requesting that he be granted additional occupational deferment. I am also returning the supplement which you enclosed with your communication. For your further information, in regard to Mr. Sizoo, he at the present time in his position as Special Agent possesses the highly specialized training and technical knowledge that make it impossible to effect his replacement at this time.

I want you to know that it is my desire to cooperate with you in every possible way, and in the event there is any additional information desired by you with regard to this case, please do not hesitate to call upon me. Of course, should there be any change in his occupational status with this Bureau, I shall promptly advise you.

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Hendon _____
Mr. McGuire _____
Mr. Mumford _____
Mr. Harbo _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____



Sincerely yours,

John Edgar Hoover
Director

497334

JAN 28 8 12 PM '43
RECEIVED
MAIL ROOM

CC: SAC New York

all Mr. Ladd

SELECTIVE SERVICE SYSTEM

Budget Bureau No. 33-R002-42
Approval Expires March 31, 1943

AFFIDAVIT—OCCUPATIONAL CLASSIFICATION (Industrial)

(Affidavit—Occupational Classification (General), Form 42, is provided
for use in activities where the items on this form are not applicable)Name of registrant JOSEPH A. SIZOOSelective Service Order No. 2422 Age 32Local Board 255 Queens Jackson Heights New York
(Number) (County) (City) (State)Title of present job Special Agent

State whether journeyman, apprentice, helper, certificated, licensed, professional engineer, etc.:

Describe duties actually performed See attachment. It will be noted that this Agent is
presently performing duties in a position which has been designated as critical
(Be specific—include name of machine or machine tool, process, materials, etc.)
to the effective functioning of this Bureau by General Hershey of the National
Selective Service Headquarters in Local Board Release Number 75, which was
issued under date of December 29, 1941.

Date employed July 10, 1935 Date entered present job November 1, 1938Average weekly rate of pay, \$4600 annually Average hours worked per week See attachment

Prior work experience

Educational background A. B. and LL. B. Degrees George Washington University.
(Fill out if necessary to establish employee's qualifications for a particular job)How long will it take you to replace this employee? See attachment

What specific steps have you taken to secure or train a replacement for this registrant?

See attachment

AFFIDAVIT—OCCUPATIONAL CLASSIFICATION (Industrial)—Continued.

Name of company Federal Bureau of Investigation, United States Department of Justice
(Corporation, partnership, individual—if self-employed, so state)

Address of company Washington, D. C.
(Location of plant, office, or division where registrant is employed)

Description of the activities of this company See attachment

State specifically what proportion of your products currently produced are:

(a) for use in the war effort See attachment

(b) for civilian use

Is expansion or further conversion contemplated in war production? See attachment

Number employees now	Number additional needed in next 6 months	Number additional needed in next year
Explain <u>See attachment</u>		

Is a replacement training program in operation? See attachment Contemplated? See attachment

This form was completed at the plant or office of the company located at
Washington, D. C.

and all correspondence relative to this affidavit should be so addressed.

I, J. Edgar Hoover, do solemnly swear (or affirm)
 that I am the Director of the above-named company, and that the
(Official position)
 foregoing statements are true to the best of my knowledge and belief.

Subscribed and sworn to before me this 19th day of January, 1943

(Signature of official administering oath)

(Official designation of official administering oath)

INSTRUCTIONS: This form is to be filled out by an employer or other person who has knowledge of the registrant's eligibility for Class II deferment as a necessary man in his civilian occupation or activity. *If the registrant is deferred, the employer must notify the Local Board promptly of any change in the registrant's job status, or if his employment is terminated.*

The Federal Bureau of Investigation has been designated as the sole civilian government investigative agency having jurisdiction over the investigation of matters pertaining to national defense such as espionage, sabotage, registration of agents of foreign principals, sedition, treason, and the like, and further, the Federal Bureau of Investigation has sole investigative jurisdiction in a great number of other Federal statutes which embrace bank robbery, kidnaping, extortion, white slave traffic, National Motor Vehicle Theft Act, and numerous others. This Bureau has also been designated by Congress as the agency officially responsible for the tabulation and dissemination of police statistics for the entire country. Under an act of Congress these statistics are gathered and are distributed to thousands of interested police and affiliated agencies every six months so that trends in crime, crime records, and crime control can be known to those to whom it is of most interest. Further than this, the Federal Bureau of Investigation has been designated as the agency having jurisdiction over the classification and maintenance of fingerprint records not only on a national basis but on an international basis. The greatest depository of fingerprint records in the world is maintained by the Federal Bureau of Investigation in Washington, D. C. We have over fifty-nine million sets of fingerprints on hand today and are receiving fingerprint records at a rate of approximately 115,000 each day. The military and naval authorities have issued orders that all employees of manufacturing plants operating under contracts with the War Department or Navy Department must be fingerprinted and their fingerprints sent to the Federal Bureau of Investigation for search against our existing files. Obviously the purpose of such an order is to ascertain the criminal background, if any, of persons who are occupying positions where they have access to confidential information and to eliminate from such positions those persons whose records indicate that their interests are not those of our government.

We are also receiving fingerprint records of all persons enlisting or being inducted into the army and other military and naval services. All employees of the Federal government are fingerprinted and their fingerprints searched through our files for prior criminal records, again for the purpose of guarding against the employment of persons in the Federal government whose backgrounds indicate that they might not function to the best interests of our government. We are receiving thousands of criminal fingerprints from all police agencies throughout the country and it is essential that these fingerprints be handled promptly and the contributing agency advised of any prior record so that justice may be intelligently administered. By means of this procedure the Federal Bureau of Investigation is able to identify thousands of fugitives from justice each year who otherwise might not be identified by local police agencies who do not have the benefit of prior criminal records as reflected on fingerprint cards which were made at the time of some previous arrest. Many such persons are wanted for a previous criminal act by some other law enforcement agency and are presently attempting to disguise their true identity through assuming a fictitious name. This ruse on their part is penetrated through the science of fingerprinting and the Federal Bureau of Investigation is enabled to advise the interested local law enforcement agency of the true identity of the individual and he can be held for appropriate prosecutive action, whereas if not identified, he quite possibly would have been released to continue his depredations against society.

Our criminological laboratory handles the scientific examination of evidence in cases investigated by the Federal and local law enforcement agencies. A very high percentage of the work presently being performed by the Technical Laboratory is in connection with the national war effort. Evidence collected in suspected sabotage cases is examined by the scientists in our laboratory who are qualified to handle examinations of almost any technical nature. The personnel in the Technical

Laboratory have been trained through education and experience to handle such subjects as analytical chemistry, qualitative and quantitative analysis, ballistics tests, microanalysis examinations, spectrographic examinations, cryptograph and cryptanalysis work, and many other highly technical examinations.

The Files Section of the Federal Bureau of Investigation contains files on hundreds of thousands of individuals whose activities are of the greatest importance to the country today. It is highly important that we maintain in the Files Section a nucleus of experienced personnel so that the information contained therein can be made readily available to the supervisory personnel of this Bureau and also be made available to other governmental agencies such as the State Department, Military Intelligence Division, Office of Naval Intelligence, and the Immigration and Naturalization service. It is most essential that only the most trusted employees be assigned to this work because of the highly confidential material that is contained in our files.

All of the functions of the Federal Bureau of Investigation are so closely inter-related that it is essential that qualified and experienced personnel be available not only to perform their own work but to train new employees. The Congress of the United States has passed several bills within the past year approving an increase in the personnel. When it is considered that the work of this Bureau is highly confidential it can be appreciated that the selection of personnel must be made with great care. It has been our experience that only one employee is obtained from every one hundred persons who have applied. It is necessary that each employee be investigated thoroughly so that there will be no possibility of having a person in our service who is not loyal to the United States. We have found that it is extremely difficult to secure qualified persons for almost any of the positions that are available. At the present time we have approximately 1,500 employees less than the number that has been authorized by Congress. Every effort is being made to obtain these additional employees as they are badly needed in order for us to properly carry on the work that has been assigned to us. We are endeavoring to obtain these additional persons without interfering in any way with the administration of the Selective Training and Service Act. In all positions where possible we are utilizing the services of female employees. With the exception of Special Agents' and Laboratory Scientists' positions, no appointment of male employees who may be eligible for military service are being made. It is absolutely necessary, however, that our experienced personnel be maintained so that the new personnel can be adequately supervised and trained.

All employees of the Federal Bureau of Investigation have been working at top speed to keep abreast of our duties. The regular work week has been extended to 48 hours, and it has been our experience in the past that an additional amount of overtime will be voluntarily performed by the employees of this Bureau in an effort to properly and expeditiously handle the tremendous volume of important work being referred to us in connection with the war effort. Obviously very little consideration can be given to replacing an experienced employee until such time as we are able to build up our present staff to the number authorized and needed.

Special Agents of the Federal Bureau of Investigation are given twelve weeks of training which embraces 535 hours of study. During that period of time they are trained not only in investigative techniques and procedures, but are qualified in the handling of firearms, mechanical devices, and technical devices in use by the Bureau. After entering the Field service which follows their training period, their skill, of course, increases with their length of service in the Field. It would

obviously, therefore, be impossible to adequately replace an experienced Special Agent until the replacement had been in the service an equal length of time.

The science of the classification of fingerprints is one of the most exacting in the world today. Employees in law enforcement organizations handling fingerprint activities are of a profession which demands the utmost skill and honesty in the practice of that profession. In the Federal Bureau of Investigation we train Fingerprint Technicians through classroom and practical study for a period of approximately six months. At the end of that time those employees are qualified to examine sets of fingerprints and to identify like sets. This science cannot be taught overnight and the loss of a fingerprint man at any stage of his training or employment is a severe blow to the Federal Bureau of Investigation at this time when we are receiving thousands of sets of prints from all of the coordinated activities of the Government and from local law enforcement agencies.

The Laboratory Scientists of the Federal Bureau of Investigation, all graduate scientists, are thoroughly schooled in the science of criminology and today are performing duties pertaining to the successful war effort one hundred percent of their time. Their training in this field, embracing all sciences of laboratory examination which includes cryptography, chemistry, ballistics, geology, serology, and many others, has been invaluable in the solving of espionage, sabotage, and other subversive activities. It is essential that these scientists many times perform their scientific work in the field under such conditions that they could not be replaced with employees not possessing their physical attributes.

Bureau employees in positions aforementioned and for whom deferments are requested possess technical and scientific skills which renders them irreplaceable to the Federal Bureau of Investigation at this time.

I, J. Edgar Hoover, do solemnly swear (or affirm) that I am the Director of the Federal Bureau of Investigation and that the foregoing statements are true to the best of my knowledge and belief.

Subscribed and sworn to before me this 19th day of January 1943

Notary Public

SELECTIVE SERVICE SYSTEM

Local Board No. 255
Queens County 23
081
255

37-10 2nd Street
Jackson Heights, N.Y.
(STAMP OF LOCAL BOARD)

January 13, 1943.

Federal Bureau of Investigation,
United States Department of Justice,
Washington, D.C.

Re: Joseph A. Sizoo
Order No. 2422

Gentlemen:

In order to continue the deferred classification of the above named our registrant, it will be necessary to execute the enclosed D.S.S. Form 42A and supplement, have same signed and sworn to before a Notary and return to us. *Note*

Thank you for your kind cooperation in this matter.

Very truly yours,



1-15-43
1-19-43
note
must mail
Chief Clerk.

William Greenbaum

file
W. Greenbaum

COPY

PEF:MT

NEW YORK, N. Y.
November 20, 1942

PERSONAL AND ~~CONFIDENTIAL~~

Director
Federal Bureau of Investigation
Washington, D. C.

RE: UNKNOWN SUBJECTS
AMERICAN BOBBINET COMPANY
NEWBURGH, N. Y., FEBRUARY 27, 1941.
Sabotage.

Dear Sir:

This will acknowledge the Bureau's letter of November 5th, advising that the explanation for the failure of this office to promptly handle the investigation of this matter was unsatisfactory, and instructing that I furnish a further explanation.

I regret that I am unable to furnish any further explanation as to the reason why the matter was not promptly handled. The incident occurred on February 27, 1941, many months prior to the time I was assigned to the New York Office, which was at that time being operating by former SAC Sackett and Assistant Director E. J. Connelley..

So far as the failure of this office to answer the Bureau's communications is concerned, there is no explanation for this except the failure to properly perform his duties by the supervisor handling these investigations, which was Mr. Emrich, and certain Agents acting in his absence. The letters which the Bureau mentions were initialed for the file as follows: Letter of June 11th, initialed by Special Agent Emrich; letter of November 7, by Special Agent Sizoo, acting in Mr. Emrich's absence; letter of December 16th - one copy was initialed by Mr. Emrich and the other by Sizoo in his absence. This is also true of the letters of March 3rd and April 16th. The letter of June 12th was initialed by Special Agent Emrich.

We have a record of a teletype from the Bureau which was received on October 6th at 10:26 PM. It was answered on October 8th.

Special Agent Sizoo is no longer assigned to the New York Office.

I have spoken to Mr. Emrich on many occasions, pointing out the absolute necessity for the prompt handling and answering of all Bureau Communications. He has been a good supervisor in the past, but due to his failure

Orig in 98-2477-15

72-3440

[Handwritten signature]

Director

to handle such matters promptly, he was recently transferred to the regular investigative desk which does not have such a large volume of work.

Very truly yours,

P. E. FOXWORTH
Assistant Director.

February 11, 1943

WHE:EBB

Mr. William Cooper
Chairman
Local Board Number 255
Selective Service System
37-13 82nd Street
Jackson Heights, New York

7-57045-136
Dear Mr. Cooper:

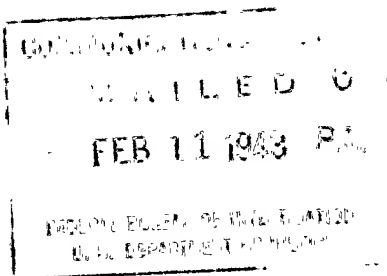
2 FEB 13 1943
I am in receipt of your communication of February 2, 1943, wherein you advised that Mr. Joseph A. Sizoo, Order Number 2422, has been granted occupational deferment in Class II-A for a period of six months.

I desire at this time to express my appreciation for your courtesy in advising me of the action of your Board in this matter, and you may be assured that in the event there is any change in his occupational status, I will promptly advise you.

Sincerely yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Hendon _____
Mr. McGuire _____
Mr. Mumford _____
Mr. Harbo _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____



34

SELECTIVE SERVICE SYSTEM

Local Board No. 200 25
Queens County 081

255

37-13 82nd Street
Jacks (STAMP OF LOCAL BOARD)
ON 115, 116, 117

February 2, 1943.

Mr. John Edgar Hoover - Director,
Federal Bureau of Investigation,
United States Department of Justice,
Washington, D. C.

Re: Joseph A. Sizoo
Order No. 2422

Dear Sir:

This Local Board has classified the above named, our
registrant in 2A, as of this date, February 2, 1943, the class-
ification to continue for a period of six months.

Very truly yours,

Wm Cooper 57-570-15-136
William Cooper - Chairman.....Recorded.....
Local Board No. 255.....Searched.....Checked.....
Numbered.....Filed.....

2 FEB 12 1943

FEDERAL BUREAU OF INVESTIGATION

FOR VICTORY



BUY
UNITED
STATES
SAVINGS
BONDS
AND STAMPS

*Noted
musk/aled*

FEB 19 1943

*THREE
1/6/43*



JAS:MED

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

February 5, 1943

MEMORANDUM FOR

D. L. W.
MR. LADD

Re: J. A. SIZOO - Special Agent

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
W. J. G. Mr. Glavin ✓ _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Kramer _____
Mr. McGuire _____
Mr. Harbo _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

This is to advise that the above-named Special Agent has just been advised by his draft board, Local Board No. 255, Queens County, 37-13 82nd Street, Jackson Heights, New York, that he has been reclassified and placed in 2A until August, 1943.

It is suggested that this information be made a matter of record in the personnel file of the above Agent.

Respectfully,

F. L. Welch
F. L. Welch

8 FEB 1943

57045-137

3 FEB 1943

*Noted
Mark J. Ladd*

*File
W. J. G.*



Federal Bureau of Investigation
United States Department of Justice
New York, New York

DMJ:GC
67-

February 22, 1943

Director, FBI

RE: JOSEPH A. SIZOO,
SPECIAL AGENT

Dear Sir:

Pursuant to Bureau instructions Local Board No. 255, New York City was contacted with reference to the Selective Service status of the above named employee.

Miss LILLIAN GREENBAUM, Chief Clerk of Local Board No. 255 advised that on February 3, 1943 the Board had classified Special Agent JOSEPH A. SIZOO in 2-A for a period of six months.

Very truly yours,

E. E. Conroy
E. E. CONROY,
Special Agent in Charge.

57045-138

FEB 27 1943

9 MAR 4 1943

Miss Greenbaum

FILE
llg
js

FLM:TED

June 7, 1943

~~CONFIDENTIAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

My attention has recently been called to the work which you performed in connection with the prosecution of John Eoghan Kelly, and I want to express my appreciation for your efforts in bringing this case to a successful conclusion.

It is only through the continued devotion to duty on the part of yourself and other employees that the Bureau's reputation for success and efficiency can be maintained, and you may be assured that I am always pleased to be informed of particularly meritorious work performed by Bureau personnel.

Sincerely yours,

[Handwritten signature]

2

57045-139

JUN 11 1943

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____ cc Mr. F. L. Welch
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Harbo _____
Mr. Hendon _____
Mr. McGuire _____
Mr. Mumford _____
Mr. Piper _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

RECEIVED
JUN 10 2 51 PM '43
U. S. DEPT. OF JUSTICE

RECEIVED-DIRECTOR
JUN 10 4 09 PM '43
U. S. DEPT. OF JUSTICE

[Handwritten initials]

bm1

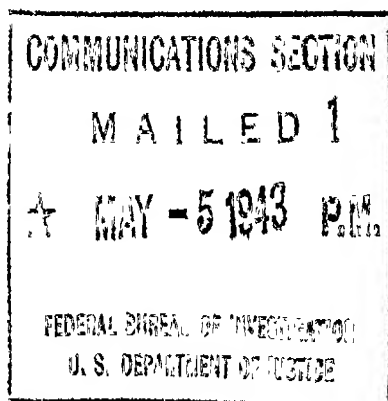
May 4, 1943

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Mr. Tolson_____
Mr. E. A. Tamm_____
Dear Sir:

Mr. Clegg_____
Mr. Coffey_____
Mr. Glavin_____
Mr. Ladd_____
Mr. Nichols_____
Mr. Rosen_____
Mr. Tracy_____
Mr. Carson_____
Mr. Harbo_____
Mr. Hendon_____
Mr. McGuire_____
Mr. Mumford_____
Mr. Piper_____
Mr. Quinn Tamm_____
Mr. Nease_____
Miss Gandy_____

This will acknowledge the receipt of your contribution of \$5.00 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who dies, from any cause except self-destruction, while employed as a Special Agent. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years.



Sincerely yours,

E. Hoover

John Edgar Hoover
Director

MAY 3 1943



Federal Bureau of Investigation
United States Department of Justice

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to January 15, 1943, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name Mrs. Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship Wife Dated Feb. 5, 1943.

Very truly yours,



2-15
2001 List 5
Joseph A. Sizoo.
Special Agent

August 2, 1943

Local Board Number 255
Selective Service System
37-13 62nd Street
Jackson Heights, Long Island
New York

RE: JOSEPH A SINCO
Order Number 2422

Gentlemen:

The Review Committee of the War Relocation Commission, established under the provisions of Executive Order 9307, has determined the position of Special Agent held by Mr. Sinco to be a key position within the meaning of said Executive Order.

The Agency Committee of this Bureau, which has been established in accordance with the provisions of Executive Order 9307, recommends that the attached D.S.S. Form 42-A (Revised) which has been executed by me under date of July 23, 1943, and countersigned by the Chairman of the Agency Committee, be forwarded to you requesting occupational deferment on behalf of Mr. Sinco.

I would appreciate having this affidavit made a part of the file of the above-named registrant, and request your consideration of the same when you determine his classification. Should you want any additional information, do not hesitate to call upon me. I shall keep you promptly advised of any change in the occupational status of this registrant.

Sincerely yours,

437285

John Edgar Hoover
Director

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Acers _____
Mr. Carson _____
Mr. Harbo _____
Mr. Hendon _____
Mr. Mumford _____
Mr. Starke _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

Enclosure

Special Delivery

Registered

Return Receipt Requested

CC: Review Committee, War Relocation Commission

CC: SAC, New York

CC: Mr. Ladd

DEPT OF JUSTICE
COMMUNICATIONS SECTION
MAILED 9
AUG - 2 1943
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

JOSEPH A SIZOO

2422

32

255

Queens

Jackson Heights,

New York

Special Agent

See attachment. Mr. Sizoo is an investigatory agent charged with the duty of investigating violations of the laws of the United States collecting evidence in cases in which the United States is or may be a party in interest, and performing other duties imposed upon him by law.

July 10, 1935

November 1, 1938

4600 annually

See attachment

A.A. degree Los Angeles Junior College

A. B. and LL. B. degrees George Washington University

See attachment

See attachment

Federal Bureau of Investigation, United States Department of Justice

Washington, D. C.

See attachment

See attachment

See attachment

See attachment

See attachment

Washington, D. C.

J. Edgar Hoover

the Director

AUTHORIZED GOVERNMENT REQUEST
AGENCY COMMITTEE
FEDERAL BUREAU OF INVESTIGATION

23rd

July

43

Chairman

COPY DSS FORM 42-A (REVISED)

SPECIAL AGENTS

This position has been designated as the key position by the Review Committee of the War Manpower Commission.

The Federal Bureau of Investigation has been designated as the sole civilian government investigative agency having jurisdiction over the investigation of matters pertaining to national defense such as espionage, sabotage, registration of agents of foreign principals, sedition, treason, and the like, and further, the Federal Bureau of Investigation has sole investigative jurisdiction in a great number of other Federal statutes which embrace bank robbery, kidnaping, extortion, white slave traffic, National Motor Vehicle Theft Act, and numerous others. The investigative work in connection with the above violations is performed by the Special Agent personnel of this Bureau, who are recruited from applicants between the ages of twenty-three and forty. They must be graduates of a law school or an accounting school with the necessary accounting experience, or graduates of a university with extensive investigative experience, or with linguistic qualifications, or have basic educational training and possess satisfactory prior law enforcement experience which will enable them to satisfactorily perform the duties imposed upon them. For certain of the scientific investigative work, Special Agents are secured who primarily are qualified in the sciences, such as ballistics, chemical analysis, spectography, cryptography, mineralogy, metallography, toxicology, and other like sciences. Applicants for appointment to the position of Special Agent must meet the physical standards and requirements for this position, which are exceedingly high. They must have vision of no less than 20/40 in one eye, 20/50 uncorrected, both eyes to be corrected to 20/20. They must have no color deficiency whatever.

Special Agents of the Federal Bureau of Investigation undergo a rigorous training program. All newly appointed Special Agents in the Federal Bureau of Investigation attend training classes for a period of sixteen weeks; the hours of training are from 9:00 a.m. to 9:00 p.m. daily, which course of study is equivalent to two full years of college study. During this period of training, they are thoroughly instructed in the basic rules and regulations and jurisdictions of the Federal Bureau of Investigation. They must satisfactorily pass numerous written examinations during their period of training. If a trainee fails to pass any of these examinations, he is dropped from the school.

The duties of a Special Agent of the Federal Bureau of Investigation are most arduous. They must be available at a moment's notice to go to any part of the United States or to any assignment outside the United States. The hours of duty for these employees are such that they must be in excellent physical health. The average work week for a Special Agent of the Federal Bureau of Investigation is no less than seventy hours. The work of a Special Agent, regardless of his particular qualification, is such that he cannot lead a sedentary or well regulated life. Due to the small number of Special Agents of the Federal Bureau of Investigation presently handling the work under the jurisdiction of the Federal Bureau of Investigation within and without the continental United States, it is necessary that the entire staff be highly mobile.

Special Agents are required to be able to conduct investigations in more than 100 types of cases, including espionage, sabotage, subversive activities, frauds against the government, kidnaping, extortion, bank robbery, White Slave

Traffic Act, etc. They are trained in and required to maintain constant skill in the use of highly technical equipment, technical processes, such as those necessary for the development of latent fingerprints, concealed or obliterated numbers upon firearms, to understand the use of code messages, to conduct physical surveillances of subjects of espionage and similar cases, sometimes for periods of many months, and when necessary, to assume a necessary character to enable them to fit in an undercover capacity into the activities and operations of groups such as foreign agents, who are engaged in thwarting the war effort.

The arduousness and importance of the work of Special Agents of the Federal Bureau of Investigation was readily recognized by the military and naval leaders. The Chief of the Bureau of Navigation, for the Secretary of the Navy, requested Special Agent employees of the Federal Bureau of Investigation to submit their resignations from reserve commissions held by them in the naval services because it had been determined that those Special Agents could better serve their country in their present assignments than if they were to be called into active naval service. The Secretary of War, in 1942, addressed personal communications to 168 Special Agents of the Federal Bureau of Investigation who at that time held reserve commissions in the Army. The Secretary of War at that time advised the Special Agents that their employment in the FBI is of such vital importance to the national defense as to necessitate their remaining at their posts of duty despite the fact that they held reserve commissions in the United States Army, and the request was made that these Agents, through the proper channels, submit their resignations from their commissions.

General Lewis B. Hershey of the Selective Service System pointed out in his Directive to all Local Boards of December 29, 1941, that Special Agent positions of the FBI were most important and essential to the national health, safety, and interests, and that the national defense functions of the FBI should not be impaired by the removal of trained personnel from critical positions in the Bureau.

The position of Special Agent has always been considered the most critical of all positions in the FBI, since, with the tremendous bulk of work placed upon us due to the war emergency, it is essential that a trained qualified staff be available for the handling of this work. If the Federal Bureau of Investigation cannot continue to retain its personnel in this critical position, aid and comfort would most certainly be given to the enemy and others whose interests are inimical to the best interests of the country today. Up to the present time the full complement of Special Agent personnel has not been secured and every effort is being made to secure the necessary additional Special Agent personnel.

I, J. Edgar Hoover, do solemnly swear (or affirm) that I am the Director of the Federal Bureau of Investigation and that the foregoing statements are true to the best of my knowledge and belief.

Subscribed and sworn to before me this 23rd day of July 19 43

Notary Public

REPORT OF EFFICIENCY RATING

REGULAR (X); INTERIM
PROBATIONARY—1ST () 2D ()

Classification Symbols		
CAF	12	\$4600
(Service)	(Grade)	(Class)

As of March 31, 1943 based on performance during period from Apr. 1, 1942 to March 31, 1943

Joseph A. Sizoo Special Agent Federal Bureau of Investigation
(Name of employee) (Title of position) (Bureau)

Internal Security Security
(Division) (Section) (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE		CHECK ONE:
V if adequate	1. Underline the elements which are especially important in the position.	Administrative, supervisory, or planning <input type="checkbox"/>
- if weak	2. Rate only on elements pertinent to the position.	All others <input type="checkbox"/>
+ if outstanding	a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions.	
	b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not.	
	3. Before rating, become thoroughly familiar with instructions in the rating manual.	

- ___ (1) Maintenance of equipment, tools, instruments.
- ___ (2) Mechanical skill.
- ___ (3) Skill in the application of techniques and procedures.
- ___ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ___ (5) Attention to broad phases of assignments.
- ___ (6) Attention to pertinent detail.
- ___ (7) Accuracy of operations.
- ___ (8) Accuracy of final results.
- ___ (9) Accuracy of judgments or decisions.
- ___ (10) Effectiveness in presenting ideas or facts.
- ___ (11) Industry.
- ___ (12) Rate of progress on or completion of assignments.
- ___ (13) Amount of acceptable work produced. (Is mark based on production records?)
- ___ (14) Ability to organize his work. (Yes or no)
- ___ (15) Effectiveness in meeting and dealing with others.
- ___ (16) Cooperativeness.
- ___ (17) Initiative.
- ___ (18) Resourcefulness.
- ___ (19) Dependability.
- ___ (20) Physical fitness for the work.

- ___ (21) Effectiveness in planning broad programs.
- ___ (22) Effectiveness in adapting the work program to broader or related programs.
- ___ (23) Effectiveness in devising procedures.
- ___ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- ___ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- ___ (26) Effectiveness in instructing, training, and developing subordinates in the work.
- ___ (27) Effectiveness in promoting high working morale.
- ___ (28) Effectiveness in determining space, personnel, and equipment needs.
- ___ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ___ (30) Ability to make decisions.
- ___ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- ___ (A)
- ___ (B)
- ___ (C)

STANDARD		Adjective rating	Numerical rating
Deviations must be explained on reverse side of this form			
All underlined elements marked plus, and no element marked minus	Adjective rating: Excellent	Numerical rating: 1	Rating official: <u>Excel-</u>
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3	Rating official: <u>lent</u>
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Good	4, 5, or 6	Reviewing official: <u> </u>
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8	
A majority of underlined elements marked minus	Unsatisfactory	9	

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (See back of form)
(Yes or no)

Rated by J. L. Welch Chief of Section March 31, 1943
(Signature of rating official) (Title) (Date)

Reviewed by [Signature] Assistant Director April 1, 1943
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee Report to employee
(Date) (Adjective rating) (Numerical rating)

11-1-38

This Agent is considerably above average in intelligence, is well groomed at all times, makes a neat appearance and possesses a likeable personality. He has a sufficient amount of self-confidence and meets people with complete ease.

Agent Sizoo has exhibited a keen interest in his work and his production is considerably above average. He is analytical, thorough, detailed and accurate. He exercises resourcefulness and initiative, uses good judgment and does not hesitate to accept responsibilities and make decisions. This Agent follows his assignments in a highly efficient manner. He is dependable and when given special work has handled it in an entirely satisfactory manner. His work requires very little supervision. He has an excellent background knowledge on those matters which he handles. He also has a good knowledge of Bureau policies and makes every effort to keep abreast with the work of the Bureau as a whole.

He is enthusiastic, energetic, alert and puts in a good amount of voluntary overtime. He has exhibited a commendable attitude toward his work and his progress as a Supervisor has been outstanding. It is also believed that this Agent possesses some administrative qualifications which will develop as he receives additional supervisory experience.

MS:IN:ILK

146-6-151

June 2, 1943

MEMORANDUM FOR THE DIRECTOR,
FEDERAL BUREAU OF INVESTIGATION.

Re: United States v. John Nathan Kelly

As you undoubtedly know, a jury in the United States District Court for the District of Columbia returned a verdict of guilty in the above-mentioned case on Saturday, May 23, 1943.

I am informed by Mr. Matlack and Mr. Hill of this Division, who handled the case, that Agents Joseph Tigoo, who was in charge of the case for the Bureau, Robert F. E. O'Keefe of the New York Office, Logan J. Lane of the Washington Field Office, [redacted] and [redacted] of the Newark Office are to be especially commended for their work in this case.

Respectfully,

WENDELL DIERCK,
Assistant Attorney General.

140

SELECTIVE SERVICE SYSTEM

Local Board No. 255	23
Queens County	081
	255
37-13 82nd Street	
Jackson, N.Y. (LOCAL BOARD)	

August 3, 1943.

Federal Bureau of Investigation,
United States Department of Justice,
Washington, D.C.

Re: Joseph A. Szoo
Order No. 2422

Gentlemen:

In order to determine the classification of the above named our Registrant, it will be necessary to execute the enclosed DSS Form 42A and Supplement, have same signed and sworn to before a Notary and return to us.

Thank you for your kind cooperation in this matter.

Very truly yours,

Lillian Greenbaum
Chief Clerk.



1 AUG 16 1943
57045-114
11
1 AUG 1943
73
3
faw

1 ENCL 9

AFFIDAVIT—OCCUPATIONAL CLASSIFICATION (Industrial)

(Affidavit—Occupational Classification (General), Form 42, is provided
for use in activities where the items on this form are not applicable)Name of registrant Joseph Alexander SzooSelective Service Order No. 2422

Age _____

Local Board 255

(Number)

Queens

(County)

Jackson Heights New York

(City)

(State)

Title of present job _____

_____State whether journeyman, apprentice, helper, certificated, licensed, professional engineer, etc.:

_____Describe duties actually performed _____

(Be specific—include name of machine or machine tool, process, materials, etc.)

Date employed _____ Date entered present job _____

Average weekly rate of pay, \$ _____ Average hours worked per week _____

Prior work experience _____

Educational background _____

(Fill out if necessary to establish employee's qualifications for a particular job)

How long will it take you to replace this employee? _____

_____What specific steps have you taken to secure or train a replacement for this registrant? _____

AFFIDAVIT—OCCUPATIONAL CLASSIFICATION (Industrial)—Continued.

Name of company _____
(Corporation, partnership, individual—if self-employed, so state)

Address of company _____
(Location of plant, office, or division where registrant is employed)

Description of the activities of this company _____

State specifically what proportion of your products currently produced are:
(a) for use in the war effort _____
(b) for civilian use _____

Is expansion or further conversion contemplated in war production? _____

Number employees now _____	Number additional needed in next 6 months _____	Number additional needed in next year _____
-------------------------------	--	--

Explain _____

Is a replacement training program in operation? _____ Contemplated? _____

Explain _____

This form was completed at the plant or office of the company located at _____
and all correspondence relative to this affidavit should be so addressed.

I, _____, do solemnly swear (or affirm)
that I am _____ of the above-named company, and that the
(Official position)
foregoing statements are true to the best of my knowledge and belief.

(Signature)

Subscribed and sworn to before me this _____ day of _____, 19____

(Signature of official administering oath)

(Official designation of official administering oath)

INSTRUCTIONS: This form is to be filled out by an employer or other person who has knowledge of the registrant's eligibility for Class II deferment as a necessary man in his civilian occupation or activity. *If the registrant is deferred, the employer must notify the Local Board promptly of any change in the registrant's job status, or if his employment is terminated.*

LOCAL BOARD #255
37-13 - 82 Street, Jackson Heights, L.I.

In order to continue the occupational deferment of:

Joseph A. Szoo

Order No. 2422

we, pursuant to the provisions of the Selective Service Act duly passed by the Federal Congress, require the following information. The answers appearing hereon to the following questions are to be sworn to as true by the highest executive officer of a corporate employer, or by the employer himself, in the event that the employer is not a corporation. Such signature is to be made before a Notary Public and the truth of the answers is to be sworn to before a notary public. The Notary Public's County Clerk's number is to appear clearly under his signature and his signature to be accompanied by the Seal.

1. What is your name?
2. What is your position?
3. Is Now in your employ?
4. If so, what work exactly is he now doing?
5. Is that the same work he was doing six months ago?
6. In your opinion does the work he is now doing constitute essential defense work?
7. How long would it take to replace the above registrant?
8. What salary is he paid now?

Being duly sworn deposes and says:

That he has read the foregoing questions and answers and the answers herein appearing are known to him to be true.

Subscribed and
Sworn to before me
this day of

(Signed)

Federal Bureau of Investigation
United States Department of Justice

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to August 31, 1943, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Mrs. Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship wife Dated July 30, 1943

Very truly yours,

Joseph A. Sizoo
Special Agent

7-31
ack. P. 5-4/3
wife

JOHN EDGAR HOOVER
DIRECTOR



JAS:lem

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

August 18, 1943

MEMORANDUM FOR THE CHIEF CLERK

RE: JOSEPH A. SIZOO
Special Agent

CC-287

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Coffey _____
Mr. Hendon _____
Mr. Kramer _____
Mr. McGuire _____
Mr. Harbo _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

Please be advised that the above named Agent has been
classified in Class 2A until February, 1944, by Local Board Number
255, 37-13 82nd Street, Jackson Heights, New York.

Very truly yours,


D. M. Ladd

9 AUG 26 1943

67-57645-142

10 9
1 AUG 25

*noted
mmh/long*



*file
3 for/long*

CLASSIFICATION ADVICE

App. Not Req.



Local Board No. 255	23
Queens County	031
	255
37-13 82nd Street	
Jackson Hts., N. Y.	

(Local Board Date Stamp With Code)

August 11, 1943.
(Date of mailing of Notice of Classification to Registrant)

You are advised that—

Joseph Alexander
(First name) (Middle name)

Order No. 2422 has been classified in Class

until February 1944

(Insert date for Class II-A and II-B only)

by ☒ Local Board.

☐ Board of Appeal (by vote of to).

☐ President.

DSS Form 59
(Revised 3-29-43)

(See other side)

(Member or clerk of local board)

16-33835-1

67-57145-143	
Routed.	Recorded.
Sizoo.	Checked.
(Last name)	
2A	SEP 22 13
FEDERAL BUREAU OF INVESTIGATION	

Handwritten signature
THREE

unusual/cond

Appeal Procedure

Any person entitled to do so may take an appeal to the board of appeal within 10 days after the above date of mailing of Notice of Classification to registrant in either of the following ways:

- (1) By filing with the local board a written notice of appeal. Such notice need not be in any particular form but must state the name of the registrant and the name and identity of the person appealing so as to show the right of appeal.
- (2) By signing the "Appeal to Board of Appeal" on the Selective Service Questionnaire (Form 40).

When an appeal is taken from the classification or reclassification of a registrant and when such appeal is upon the ground that the registrant should have been deferred by reason of his occupation, the appeal shall be transferred to the board of appeal having jurisdiction over the area in which the registrant is employed, provided all of the following conditions are met (but not otherwise):

- (1) The first person to appeal from such classification or reclassification files with his appeal a written request for such transfer;
- (2) The written request states in what respect an occupational question is involved; and
- (3) The written request states the name of the registrant's employer and the street address, county, and State where the registrant is employed.

The person appealing may attach to his notice of appeal on the Selective Service Questionnaire (Form 40) a statement specifying the respects in which he believes the local board erred, may direct attention to any information in the registrant's file which he believes the local board has failed to consider or give sufficient weight, and may set out in full any information which was offered to the local board and which the local board failed or refused to include in the registrant's file.

Appeal to the President from classification by the board of appeal may be taken at any time within 10 days after the date of mailing of notice to registrant, provided the registrant was classified by the board of appeal in either Class I-A, Class I-A-O, or Class IV-E and one or more members of the board of appeal dissented from such classification. Otherwise, the decision of the board of appeal is final except when an appeal is taken to the President either by the State Director of Selective Service or the Director of Selective Service on the ground that he deems it to be in the national interest or necessary to avoid an injustice.

Federal Bureau of Investigation
United States Department of Justice
NEW YORK, NEW YORK

~~PERSONAL & CONFIDENTIAL~~

PEE:JB

October 19th, 1943

Director, FBI

RE: SPECIAL AGENT JOSEPH SIZOO

Dear Sir:

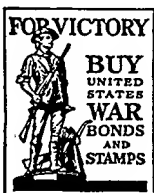
I have been informed by Special Agent PAUL E. ERTZINGER of this office that during a recent conference held in New York City, Mr. O. JOHN ROGGE, Special Assistant to the Attorney General, and his assistant, [redacted] made certain favorable comments concerning Special Agent JOSEPH SIZOO.

Mr. ROGGE and his assistant advised that Special Agent SIZOO is the liaison man between the Bureau and the Department officials who are preparing the case entitled [redacted] et al; SEDITION, for prosecution. They indicated that they have found Agent SIZOO very helpful and cooperative and they repeatedly expressed their confidence in his suggestions.

Mr. ROGGE indicated that his office had always received good cooperation from the Bureau, but felt the cooperation was now exceptionally good through the efforts of Agent SIZOO.

Very truly yours,

E. E. CONROY,
SAC



RECORDED
ROUTED.....Recorded...
SEARCHED.....Checked...
INDEXED.....Filed...
2 OCT 25 1943
FEDERAL BUREAU OF INVESTIGATION

COPY

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

OCTOBER 6, 1943

MEMORANDUM FOR MR. J. EDGAR HOOVER
DIRECTOR, FEDERAL BUREAU OF INVESTIGATION

b6

[redacted] who has been assisting me in the preparation of United States v. Winrod et al, has just completed a brief tour of a number of cities in connection with the case. During that time he had occasion to contact a number of your agents. He has advised me of the fine cooperation and assistance rendered by your agents. He mentioned particularly the following: Special Agents EMMETT McGAUGHEY, LELAND LEE, PAT HORGAN, RICHARD THOMPSON and JOHNSON HAYES of the Los Angeles Field Office and D. D. JOHNSON of the Albuquerque Office. I wish you to know that I am extremely grateful for this cooperation and assistance.

May I also call your attention to the excellent work and cooperation of Mr. JOSEPH SIZOO, whom you have designated as liaison to succeed Mr. Dennis Flinn.

Sincerely,

O. JOHN ROGGE, Special Assistant
to the Attorney General

WMW:DEJ

January 17, 1944

Local Board Number 255
Selective Service System
37-19 82nd Street
Jackson Heights, Long Island
New York

RE: JOSEPH A. SISCO
Order Number 2422

Gentlemen:

The Review Committee of the War Manpower Commission, established under the provisions of Executive Order 9309, has determined the position of Special Agent held by Mr. Sisco to be a key position within the meaning of said Executive Order.

The Agency Committee of this Bureau, which has been established in accordance with the provisions of Executive Order 9309, recommends that the attached Forms 42 and 42-B be forwarded to you requesting occupational deferment on behalf of Mr. Sisco.

I would appreciate having these affidavits made a part of the file of the above-named registrant, and request your consideration of the same when you determine his classification. The principal place of employment of this registrant is Washington, D. C.

Should you want any additional information, do not hesitate to call upon me. I shall keep you promptly advised of any change in the occupational status of this registrant.

Sincerely yours,

John Edgar Hoover

Tolson
E. A. Tamm
Clegg
 Coffey
 Glavin
 Ladd
 Nichols
 Rosen
 Tracy
 Egan
 Gurnea
 Harbo
 Hendon
 Mumford
 Starke
 Quinn Tamm
 Nease
 Gandy

COMMUNICATIONS SECTION

MAILED 6

FEDERAL BUREAU OF INVESTIGATION
JAN 18 1944

Enclosure
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

cc: Review Committee, War Manpower Commission

cc: Mr. Ladd

JOSEPH A. SIZOO

2422

33

255

Queens

Jackson Heights

New York

Mr. Sizoo is a Special Agent and as such holds a key position as designated by the Review Committee of the War Manpower Commission within the meaning of Executive Order 9309. The performance of his duties is essential and critical to the execution of the work assigned by law and Executive Directive to the Federal Bureau of Investigation.

To the Federal Bureau of Investigation is assigned the responsibility of investigating all acts of espionage, sabotage and all actions tending to undermine the internal security of the nation. We must also investigate and enforce all those federal statutes assigned to the investigative jurisdiction of this Bureau such as: bank robbery, kidnaping, interference with the interstate transportation of goods, National Stolen Property Act, White Slave Traffic Act, etc., the enforcement of which is necessary to the preservation of the national health, safety and interest.

To carry on this work it is necessary to maintain a corps of trained investigators. Mr. Sizoo is such a trained investigator. In the attached Form 42 S further information relative to Mr. Sizoo is set forth.

J. Edgar Hoover

Washington, D. C.

14th

January

44

Notary Public

JOSEPH A. SIZOO
 2422 August 28 1910 33
 255 Jackson Heights Queens New York

Special Agent

U.S. Department of Justice

Federal Bureau of Investigation

See attachment. Mr. Sizoo is an investigatory agent charged with the duty of investigating violations of the laws of the United States, collecting evidence in cases in which the United States is or may be a party in interest, and performing other duties imposed upon him by law.

November 1, 1938 Can be contacted through
 FBI Headquarters 4600
 Washington, D. C.
 12 8 6

F. B. I.	Washington, D. C.	7-1935	11-1938	Clerk	1800.00
Sun Oil Company	Washington, D. C.	10-1933	7-1935	Attendant	1600.00
Agr. Adjustment Adm.	Washington, D. C.	1-1933	6-1933	Clerk	1200.00
Capital Garage	Washington, D. C.	9-1931	1-1933	Cashier	1100.00

Los Angeles Jr. Coll.	Los Angeles, Calif.	9-1929	6-1931	A.A.	Bus. Adm.
George Washington U.	Washington, D. C.	9-1931	6-1934	A.B.	Public Speaking
George Washington U.	Washington, D. C.	9-1934	6-1938	LL.B.	Law
Law School					

See attachment

FEDERAL BUREAU OF INVESTIGATION

III-A	L.B.
II-A 2-43	L.B. 8-11-43
II-A 8-43	L.B. 2-1944

June 7, 1943

See attachment

See attachment

See attachment

Approximately
4800 150 80

None

See attachment

See attachment

Clyde A. Tolson
xxxxxxx

xxxxxxx

January 14, 1944

SPECIAL AGENTS

This position has been designated as a key position by the Review Committee of the War Manpower Commission.

The Federal Bureau of Investigation has been designated as the sole civilian government investigative agency having jurisdiction over the investigation of matters pertaining to national defense such as espionage, sabotage, registration of agents of foreign principals, sedition, treason, and the like, and further, the Federal Bureau of Investigation has sole investigative jurisdiction in a great number of other Federal statutes which embrace bank robbery, kidnaping, extortion, white slave traffic, National Motor Vehicle Theft Act, and numerous others. The investigative work in connection with the above violations is performed by the Special Agent personnel of this Bureau, who are recruited from applicants between the ages of twenty-three and forty. They must be graduates of a law school or an accounting school with the necessary accounting experience, or graduates of a university with extensive investigative experience, or with linguistic qualifications, or have basic educational training and possess satisfactory prior law enforcement experience which will enable them to satisfactorily perform the duties imposed upon them. For certain of the scientific investigative work, Special Agents are secured who primarily are qualified in the sciences, such as ballistics, chemical analysis, spectography, cryptography, mineralogy, metallography, toxicology, and other like sciences. Applicants for appointment to the position of Special Agent must meet the physical standards and requirements for this position, which are exceedingly high. They must have vision of no less than 20/40 in one eye, 20/50 uncorrected, both eyes to be corrected to 20/20. They must have no color deficiency whatever.

Special Agents of the Federal Bureau of Investigation undergo a rigorous training program. All newly appointed Special Agents in the Federal Bureau of Investigation attend training classes for a period of sixteen weeks; the hours of training are from 9:00 a.m. to 9:00 p.m. daily, which course of study is equivalent to two full years of college study. During this period of training, they are thoroughly instructed in the basic rules and regulations and jurisdictions of the Federal Bureau of Investigation. They must satisfactorily pass numerous written examinations during their period of training. If a trainee fails to pass any of these examinations, he is dropped from the school.

The duties of a Special Agent of the Federal Bureau of Investigation are most arduous. They must be available at a moment's notice to go to any part of the United States or to any assignment outside the United States. The hours of duty for these employees are such that they must be in excellent physical health. The average work week for a Special Agent of the Federal Bureau of Investigation is no less than seventy hours. The work of a Special Agent, regardless of his particular qualification, is such that he cannot lead a sedentary or well regulated life. Due to the small number of Special Agents of the Federal Bureau of Investigation presently handling the work under the jurisdiction of the Federal Bureau of Investigation within and without the continental United States, it is necessary that the entire staff be highly mobile.

Special Agents are required to be able to conduct investigations in more than 100 types of cases, including espionage, sabotage, subversive activities, frauds against the government, kidnaping, extortion, bank robbery, White Slave

Traffic Act, etc. They are trained in and required to maintain constant skill in the use of highly technical equipment, technical processes, such as those necessary for the development of latent fingerprints, concealed or obliterated numbers upon firearms, to understand the use of code messages, to conduct physical surveillances of subjects of espionage and similar cases, sometimes for periods of many months, and when necessary, to assume a necessary character to enable them to fit in an undercover capacity into the activities and operations of groups such as foreign agents, who are engaged in thwarting the war effort.

The arduousness and importance of the work of Special Agents of the Federal Bureau of Investigation was readily recognized by the military and naval leaders. The Chief of the Bureau of Navigation, for the Secretary of the Navy, requested Special Agent employees of the Federal Bureau of Investigation to submit their resignations from reserve commissions held by them in the naval services because it had been determined that those Special Agents could better serve their country in their present assignments than if they were to be called into active naval service. The Secretary of War, in 1942, addressed personal communications to 168 Special Agents of the Federal Bureau of Investigation who at that time held reserve commissions in the Army. The Secretary of War at that time advised the Special Agents that their employment in the FBI is of such vital importance to the national defense as to necessitate their remaining at their posts of duty despite the fact that they held reserve commissions in the United States Army, and the request was made that these Agents, through the proper channels, submit their resignations from their commissions.

General Lewis B. Hershey of the Selective Service System pointed out in his Directive to all Local Boards of December 29, 1941, that Special Agent position of the FBI were most important and essential to the national health, safety, and interests, and that the national defense functions of the FBI should not be impaired by the removal of trained personnel from critical positions in the Bureau.

The position of Special Agent has always been considered the most critical of all positions in the FBI, since, with the tremendous bulk of work placed upon us due to the war emergency, it is essential that a trained qualified staff be available for the handling of this work. If the Federal Bureau of Investigation cannot continue to retain its personnel in this critical position, aid and comfort would most certainly be given to the enemy and others whose interests are inimical to the best interests of the country today.

I, J. Edgar Hoover, do solemnly swear (or affirm) that I am the Director of the Federal Bureau of Investigation and that the foregoing statements are true to the best of my knowledge and belief.

Subscribed and sworn to before me this 14th day of January 19 44

Notary Public

NW7
typed 12-13-43

Mr. Joseph A. Sisco
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sisco:

I have been informed of
the birth of your daughter, and I
want to be among your friends to
extend my hearty congratulations.

I know that Mrs. Sisco
and you must be very happy, and I
hope that your daughter's future
will be filled with much happiness.

Sincerely,

CC-Mr. Ladd

Tolson _____
E. A. Tamm _____
Clegg _____
Coffey _____
Glavin _____
Ladd _____
Nichols _____
Rosen _____
Tracy _____
Acers _____
Carson _____
Harbo _____
Hendon _____
Mumford _____
Starke _____
Quinn Tamm _____
Nease _____
Gandy _____

U. S. DEPARTMENT OF JUSTICE
RECEIVED READING ROOM
DEC 13 3 03 PM '43

DEC 13 1943

54



**Federal Bureau of Investigation
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to December 18, 1943, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Mrs. Dorothy T. Sizoo Address 4731 Old Dominion Drive, Arlington, Va.
Relationship Wife Dated Nov. 19, 1943

Very truly yours,

ack. 11.22.43

Joseph A. Sizoo
Special Agent

File
JS

JOHN EDGAR HOOVER
DIRECTOR



JAS:lem

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

January 31, 1944

MEMORANDUM FOR MR. D. M. LADD

RE: JOSEPH A. -SIZOO
SPECIAL AGENT

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Acers _____
Mr. Carson _____
Mr. Harbo _____
Mr. Hendon _____
Mr. Mumford _____
Mr. Starke _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

This is to advise that Local Selective Service Board #255,
37-13 82nd Street, Jackson Heights, Long Island, New York, has recently
advised the above Agent that he is being continued in class 2-A until
July, 1944.

Respectfully,

F. L. Welch
F. L. Welch

2 FEB 3 1944

57-45-146
SEARCHED _____
SERIALIZED _____
INDEXED _____
FILED _____
FEB 2 1944
FEDERAL BUREAU OF INVESTIGATION



RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME Joseph A. Sizoo AGE 33 YEARS, 8 MONTHS
NATIVITY (state of birth) Minn. MARRIED, SINGLE, WIDOWED married NUMBER OF CHILDREN 1
FAMILY HISTORY none

HISTORY OF ILLNESS OR INJURY No illness past year - no sick leave
occ. cold REVIEW OF SYSTEMS NEGATIVE

HEAD AND FACE n

EYES: PUPILS (size, shape, reaction to light and distance, etc.)

DISTANT VISION RT. 20/20, corrected to 20/ 2 T a wk.

LT. 20/20, corrected to 20/

COLOR PERCEPTION normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS n

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

DISEASE OR DEFECTS n

NOSE n

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES n

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS acute

TEETH AND GUMS (disease or anatomical defect): normal

MISSING TEETH 1, 16, 17, 19, 32

NONVITAL TEETH none apparent

PERIAPICAL DISEASE none apparent

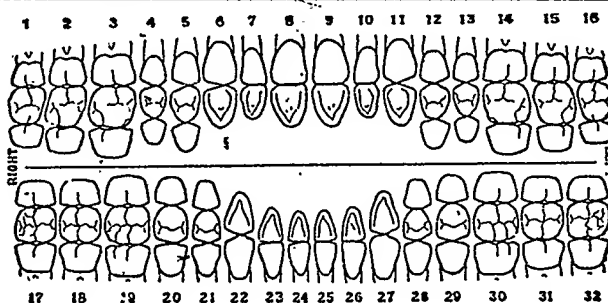
MARKED MALOCCLUSION no

PYORRHEA ALVEOLARIS no

TEETH REPLACED BY BRIDGES none

DENTURES no

REMARKS



Let sev'l missing
6/15/44 mpe, mch

J. N. Lane
(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE healthy

TEMPERATURE 67 1/2 CHEST AT EXPIRATION 34

HEIGHT 67 1/2 CHEST AT INSPIRATION 38

WEIGHT 151 1/2 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 32 1/2

RECENT GAIN OR LOSS, AMOUNT AND CAUSE no change

SKIN, HAIR, AND GLANDS n

NECK (abnormalities, thyroid gland, trachea, larynx)

SPINE AND EXTREMITIES (bones, joints, muscles, feet) n

JUN 17 1944

FEDERAL BUREAU OF INVESTIGATION

THREE

THORAX (size, shape, movement, rib cage, mediastinum) _____

RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. n
neg chest x-ray

CARDIO-VASCULAR SYSTEM n

HEART (note all signs of cardiac involvement) n

PULSE: BEFORE EXERCISE 60 BLOOD PRESSURE: SYSTOLIC 100

B AFTER EXERCISE 24 56 DIASTOLIC 50

THREE MINUTES AFTER 32

CONDITION OF ARTERIES n CHARACTER OF PULSE n

CONDITION OF VEINS n HEMORRHOIDS n

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) _____
n

GENITO-URINARY SYSTEM n

URINALYSIS: SP. GR. 1.020 ALB. n SUGAR n MICROSCOPICAL n

VENEREAL DISEASE n

NERVOUS SYSTEM n

(organic or functional disorders)

ROMBERG n INCOORDINATION (gait, speech) n

REFLEXES, SUPERFICIAL n DEEP (knee, ankle, elbow) n TREMORS n

SEROLOGICAL TESTS neg BLOOD TYPE O

ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) _____
n

SMALLPOX VACCINATION: DATE OF LAST VACCINATION none in five years

TYPHOID PROPHYLAXIS: NUMBER OF COURSES " " " "

DATE OF LAST COURSE tet tox

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE _____

SUMMARY OF DEFECTS Acute cold

CAPABLE OF PERFORMING DUTIES INVOLVING strenuous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes or no)
(when no is given state cause) _____

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) _____

TETANUS TOXOID

TYPHOID AND SMALLPOX PROPHYLAXIS

DATE OF EXAMINATION 5-29-44

BENJAMIN V. WHITE

LT. MC USNR

May 29, 1944

ACH:DW

MR. TOLSON

I would like to recommend the following personnel changes:

1. That ASAC Lee O. Teague of the Springfield Office be transferred to the Seat of Government as a Supervisor. Teague is 31 years of age and married. He is a legal resident of Oklahoma and has B.S., B.S. and LL.B. degrees. He entered on duty as a clerical employee on April 28, 1935 and as an Agent on May 27, 1940. He has served at Los Angeles, San Diego, Los Angeles again and has been Assistant Special Agent in Charge at Springfield since October 22, 1941. He makes a very good appearance, has an excellent personality, is a sincere and conscientious individual of well above average mental ability and definitely has possibilities to assume the position of Special Agent in Charge. He has not served as a Supervisor at the Seat of Government and it is felt that this training would be of value to him. He just finished the Inspection School.

2. To replace Teague as Assistant Special Agent in Charge at Springfield I recommend the designation of Special Agent Joseph A. Sizoo of the Security Division. Sizoo is 39 years of age, married and the father of one child. He is a resident of Los Angeles, California and has A.B. and LL.B. degrees. He is classified 3-A until July 1944. Sizoo entered on duty as a clerk on July 10, 1935 and as an Agent on November 1, 1938. He has served at Detroit, Huntington and New York and since June 15, 1942 has been a Supervisor in the Security Division. His work has been consistently outstanding. He makes an excellent appearance, has a fine personality, is analytical, thorough, detailed and accurate. He uses good judgment and initiative, is willing to accept responsibility, he has enthusiasm and energy and very definite possibilities for further advancement in the service. When assigned to the New York Office he participated in the handling of some of the major cases including the Duquesne. It is believed that after a period of service as an Assistant Special Agent in Charge he can be considered for the position of Special Agent in Charge. Sizoo is presently serving as liaison between the Bureau and Special Assistant to the Attorney General John Rogge in connection with the pending sedition case which will perhaps tie

44

him up for four or five weeks. I accordingly recommend that these transfers be put through at this time but that Teague not report to the Bureau until Sizoo is released from the sedition case.

Respectfully,

Robert C. Hendon

ANNUAL

Form approved
Budget Bureau No. 50-R012.
Approval expires Mar. 30, 1945.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL: ()
REGULAR () SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of March 31, 1944 based on performance during period from April 1, 1943 to March 31, 1944

Joseph A. Sizoo Special Agent - CAF-12 H600
(Name of employee) (Title of position, service, and grade)

Justice - FBI - Security Division - Internal Security Section
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.	CHECK ONE:
<input checked="" type="checkbox"/> if adequate	2. Underline the elements which are especially important in the position.	Administrative, supervisory, or planning <input checked="" type="checkbox"/>
<input type="checkbox"/> if weak	3. Rate only on elements pertinent to the position.	All others <input type="checkbox"/>
<input type="checkbox"/> if outstanding	a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions.	
	b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	

- | | |
|---|---|
| <input type="checkbox"/> (1) Maintenance of equipment, tools, instruments. | <input type="checkbox"/> (21) Effectiveness in planning broad programs. |
| <input checked="" type="checkbox"/> (2) Mechanical skill. | <input type="checkbox"/> (22) Effectiveness in adapting the work program to broader or related programs. |
| <input checked="" type="checkbox"/> (3) Skill in the application of techniques and procedures. | <input type="checkbox"/> (23) Effectiveness in devising procedures. |
| <input type="checkbox"/> (4) Presentability of work (appropriateness of arrangement and appearance of work). | <input checked="" type="checkbox"/> (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| <input checked="" type="checkbox"/> (5) <u>Attention to broad phases of assignments.</u> | <input checked="" type="checkbox"/> (25) Effectiveness in directing, reviewing, and checking the work of subordinates. |
| <input checked="" type="checkbox"/> (6) <u>Attention to pertinent detail.</u> | <input checked="" type="checkbox"/> (26) Effectiveness in instructing, training, and developing subordinates in the work. |
| <input checked="" type="checkbox"/> (7) <u>Accuracy of operations.</u> | <input type="checkbox"/> (27) Effectiveness in promoting high working morale. |
| <input checked="" type="checkbox"/> (8) <u>Accuracy of final results.</u> | <input type="checkbox"/> (28) Effectiveness in determining space, personnel, and equipment needs. |
| <input checked="" type="checkbox"/> (9) <u>Accuracy of judgments or decisions.</u> | <input type="checkbox"/> (29) Effectiveness in setting and obtaining adherence to time limits and deadlines. |
| <input type="checkbox"/> (10) Effectiveness in presenting ideas or facts. | <input checked="" type="checkbox"/> (30) Ability to make decisions. |
| <input checked="" type="checkbox"/> (11) <u>Industry.</u> | <input type="checkbox"/> (31) Effectiveness in delegating clearly defined authority to act. |
| <input type="checkbox"/> (12) Rate of progress on or completion of assignments. | |
| <input checked="" type="checkbox"/> (13) <u>Amount of acceptable work produced.</u> (Is mark based on production records? <u>No</u>) | |
| <input checked="" type="checkbox"/> (14) <u>Ability to organize his work.</u> (Yes or no) | |
| <input checked="" type="checkbox"/> (15) Effectiveness in meeting and dealing with others. | |
| <input checked="" type="checkbox"/> (16) <u>Cooperativeness.</u> | |
| <input checked="" type="checkbox"/> (17) <u>Initiative.</u> | |
| <input checked="" type="checkbox"/> (18) <u>Resourcefulness.</u> | |
| <input checked="" type="checkbox"/> (19) <u>Dependability.</u> | |
| <input checked="" type="checkbox"/> (20) <u>Physical fitness for the work.</u> | |

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) _____
(B) _____
(C) _____

STANDARD
Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and no minus marks _____
Plus marks on at least half of the underlined elements, and no minus marks _____
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks _____
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks _____
Minus marks on at least half of the underlined elements _____

Adjective rating
Excellent ☒
Very good _____
Good _____
Fair _____
Unsatisfactory _____

Rated by Joseph A. Sizoo Chief of Section
(Signature of rating official) (Title)

April 3, 1944
(Date)

Reviewed by Joseph A. Sizoo Assistant Director
(Signature of reviewing official) (Title)

April 4, 1944
(Date)

Rating approved by efficiency rating committee _____
(Date)

Assistant Director
Federal Bureau of Investigation
Report to employee _____
(Adjective rating)

MAY 13 1944

11-1-38

JOSEPH A. SIZOO

This Agent has been discharging Supervisory duties at the Seat of Government in the Internal Security Section of the Security Division since June of 1942. He has been employed in the Bureau almost nine years, both as a clerk and as an Agent. His work has been consistently above average. He is definitely above average in intelligence, aggressiveness, appearance and personality. Mr. Sizoo has been acting as liaison in a special capacity with Special Assistant O. John Hogge of the Department in connection with the case of the U. S. vs. Joseph E. McWilliams, et al., which involves thirty persons charged with conspiracy to commit sedition. His handling of this work has been very commendable and satisfactory, and there is no question but that Mr. Sizoo possesses administrative qualifications.

[Handwritten signature]



**Federal Bureau of Investigation
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund subsequent to April 15, 1944, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Dorothy Tutt Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship Wife Dated April 6, 1944

Very truly yours,

ack. 4-11-44
mlh

Joseph A. Sizoo
Special Agent

Files
CORDED
mlh

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

February 12, 1944

MEMORANDUM FOR MR. D. M. LADD

RE: TRANSMITTING COMMUNICATIONS TO
OTHER AGENCIES FOR INVESTIGATION

Bureau Bulletin No. 46, Second Series 1943, dated September 22, 1943, Section 39, captioned as above, contains instructions indicating that communications addressed to field offices by outside contributors which contain no information of value to the Bureau but deal entirely with matters within the jurisdiction of another investigative agency should be acknowledged and the incoming communications transmitted to the agency having jurisdiction with a copy of the acknowledgement. According to this bulletin, the field is instructed not to retain copies of communications unless there are matters mentioned within the Bureau's jurisdiction.

SUGGESTION:

It is suggested that the same instructions apply to the receipt of similar communications in the Bureau headquarters at Washington. At the present time the original communications are retained in the Bureau files and copies thereof are transmitted to the agency having jurisdiction over the subject matter mentioned. Where such a communication deals exclusively with matters outside of the Bureau's jurisdiction but within the jurisdiction of another agency, no purpose appears to be served by retaining the original communication in the Bureau's files.

It has been noted that many other government agencies receiving communications of primary interest to this bureau transmit the original communications informally to the Bureau, apparently without retaining copies of same in their own files. It is therefore suggested that in the future such communications be acknowledged in the Bureau, advising the correspondent of the reference to the proper agency and forwarding the original communication to the interested agency with a copy of the acknowledgement.

Respectful,

J. A. Sizoo

67-
Routed
Search
Number
4 MAR 31 1941
FEB 21 1941

J. E. M.

March 15, 1944

Mr. J. A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

Reference is made to your suggestion that the provisions of Bureau Bulletin No. 46, Section 39, of 1943, be made applicable to the procedure at the Seat of Government.

This suggestion has been adopted and in the future it will not be necessary to make copies of incoming communications which are to be forwarded to another agency when the Bureau has no investigative jurisdiction in the matter.

I want you to know I appreciate your interest as evidenced by your suggestion.

Sincerely yours,

Tolson _____
E. A. Tamm _____
Clegg _____
Glavin _____
Ladd _____
Nichols _____
Rosen _____
Tracy _____
Acers _____
Carson _____
Harbo _____
Hendon _____
Quinn Tamm _____
Nease _____
Gandy _____

CC... Mr. Ladd

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

D L:GMI

January 14, 1944

MEMORANDUM FOR THE DIRECTOR

As requested in your memorandum of January 11, 1944, there is set out below a list of the Division Five supervisors who I believe should be considered for Special SAC training:

John K. Mumford, #1 Man, Division Five
S. Scott Alden, Chief, Visa & Exit Control Section
George C. Barton, Chief, Liaison Section
Crawford H. Carson, Chief, STE Division
Robert H. Cunningham, Chief, Espionage Section
James C. Strickland, Chief, Alien Enemy Control Section
Eric W. Kim, Chief Sabotage Section
Franklin L. Welch, Chief, Internal Security Section
Jeremiah H. Fackley, Supervisor, Internal Security Section
Victor E. Keay, Supervisor, STE Division
Joseph A. Birco, Supervisor, Internal Security Section

Respectfully,

D. W. Ladd

WAW:IDC

JOS. A. HIZCO

ASSIGNED TO:
WASHINGTON, D. C.

2422

33

255

Queens

Jackson Heights

New York

OCCUPATION: The above-named registrant is a Special Agent of the Federal Bureau of Investigation and holds a key position within the meaning of Executive Order 9309.

It is requested that the above-named registrant, who is employed by an agency in or under the Federal Government, be classified in Class II-A or Class II-B by reason of the fact that he is regularly engaged in an activity in support of the national health, safety, or interest, or an activity in war production, and is 30 years of age or over; or has been found disqualified for any military service; or qualified for limited military service only.

Registrant's status:

- XX Registrant has reached his 30th birthday
- _____ Registrant has been found disqualified for any military service
- _____ Registrant has been found qualified for limited military service only

Agency Stamp:

J. Edgar Hoover

AUTHORIZED
GOVERNMENT USE
U. S. DEPT. OF JUSTICE
WASHINGTON, D. C.

6/13/44
Date

Clara A. Tolson, Clerk

COMMUNICATIONS SECTION

MAILED 9

JUN 13 1944 PM

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Mohr
Mr. Carson
Mr. Hendon
Mr. Mumford
Mr. Jones
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

CC: Review Committee,
War Relocation Commission
CC: Mr. Ladd

13th

June

44

Notary Public

NPC:mes

June 11, 1961

~~PERSONAL AND CONFIDENTIAL~~

Dear Mr. ~~Glavin~~:

The Bureau is in receipt of the report of the physical examination afforded you at the United States, ~~1961~~.

This report reflects the following physical defects:

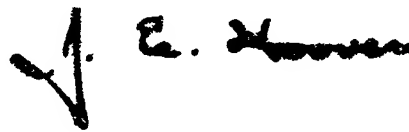
~~1961~~.

The Board of Examining Physicians makes the following recommendations:

~~1961~~.

It reports that you are capable of performing strenuous physical exertion, and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,



John Edgar Hoover
Director

Tolson _____
E. A. Tamm _____
Clegg _____
Connelley _____
Glavin _____
Ladd _____
Nichols _____
Rosen _____
Tracy _____
Acers _____
Carson _____
Harris _____
Henderson _____
Quinn Tamm _____
Nease _____
Gandy _____

Office Memorandum • UNITED STATES GOVERNMENT

JWM:BEF

TO : W. R. GLAVIN

DATE: 6-26-44

FROM : J. P. MOHR

SUBJECT: JOSEPH A. SIZOO
Special Agent
Security Division - SOG

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	✓
Mr. Mohr	✓
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Jones	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

RE: AUTOMATIC PROMOTION

Agent Sizoo entered on duty on 11-1-38, was reallocated to grade CAF-12, \$4600 effective 11-16-41, and is now eligible for a \$200 increase under the provisions of the Uniform Promotion Act as of 7-1-44.

Agent Sizoo received a rating of EXCELLENT from Mr. Welch on 3-31-43 and was rated EXCELLENT by Mr. Buckley on 3-31-44. A review of his file reflects no derogatory information since 3-31-43.

RECOMMENDATION:

It is recommended that Agent Sizoo be afforded a \$200 increase under the provisions of the Uniform Promotion Act, effective 7-1-44.

PR. to Rept. (7/1/44)
Prom. let to emp
7/5/44
wmg-etc.

OK ✓

3 JUL 1944

WJW

July 5, 1944

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
Post Office Drawer 670
Springfield, Illinois

Dear Mr. Sizoo:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$4600 per annum to \$4800 per annum in Grade G.P. 12, effective July 1, 1944.

Sincerely yours,

John Edgar Hoover
Director

8 JUL 11 1944

57045-150

77

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Mohr
Mr. Carson
Mr. Hendon
Mr. Mumford
Mr. Jones
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

COMMUNICATIONS SECTION
SAC, Springfield
44-100-Selective Service

JUL 4 1944 P.M.

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

July 7, 1944

Mr. Ladd

Special Agent Joseph A. Sizoo

It is desired you instruct the above-named Special Agent that his pending transfer to Springfield, Illinois, is hereby canceled.

Mr. Lee
Mr. Jones
Mr. Jackson
Mrs. Reynolds
Personnel Files

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Mohr
Mr. Carson
Mr. Hendon
Mr. Mumford
Mr. Jones
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

COMMUNICATIONS SECTION
MAILED 11
JUL 7 1944 P.M.
FEDERAL BUREAU OF INVESTIGATION
U.S. DEPARTMENT OF JUSTICE

8 JUL 15 1944

57045-11571

7K

13

DUPLICATE YELLOW
MAILED

FEDERAL BUREAU OF INVESTIGATION

Prepared by: *ide*
 Checked by: *mrs*
 Filed by:

Mr.
 Miss
 Mrs.

Date

Mr. Joseph A. Sisco

July 1, 1944

New appointment ☐

Transfer ☐

Promotion ☒

Separation ☐

PRESENT STATUS

1. Title:

Special Agent

2. Grade:

CAF 12

3. Salary:

\$4600 per annum

4. Seat of Government:

Field: ☐

☐
☒

5. Division:

6. Appropriation:

"Salaries and Expenses, FBI"

PROPOSED ACTION

7. Title:

Special Agent

8. Grade:

CAF 12

9. Salary:

\$4800 per annum

10. Seat of Government:

Field: ☐

☐
☒

11. Division:

12. Appropriation:

"Salaries and Expenses, FBI"

13. Effective:

July 1, 1944

14. Position:

Additional: ☐
 Vice: ☐
 Identical: ☐

15. Remarks:

To be promoted under the Automatic Promotion Bill, Public Law #200.
 Mr. Sisco was reallocated from Grade CAF 11, \$3800 per annum to Grade CAF 12,
 \$4600 per annum, effective November 16, 1941.

Respectfully submitted,

cc - Chief, Audit Section
 CCO - Selective Service

Director, Federal Bureau of Investigation

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Coffey _____
 Mr. Glavin _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Rosen _____
 Mr. Tracy _____
 Mr. Mohr _____
 Mr. Carson _____
 Mr. Hendon _____
 Mr. Mumford _____
 Mr. Jones _____
 Mr. Quinn Tamm _____
 Mr. Nease _____
 Miss Gandy _____

COMMUNICATIONS SECTION

MAILED 11

JUL 4 1944 P.M.

FEDERAL BUREAU OF INVESTIGATION
 U. S. DEPARTMENT OF JUSTICE

Times Available

RECEIVED

JOHN EDGAR HOOVER
DIRECTOR



LEWA:ER

Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

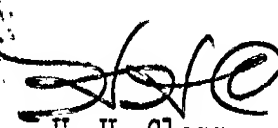
July 8, 1944

MEMORANDUM FOR MR. TOLSON

RE: JOSEPH A. SIZOO ✓
ASSISTANT SAC

The above-captioned Assistant Special Agent in Charge attended the Inspectors' School on July 2 and 3, 1944. He is qualified to assist in field office inspections.

Respectfully,


H. H. Clegg

CC-287

Mr. Tolson _____

Mr. E. A. Tamm _____

Mr. Clegg _____

Mr. Glavin _____

Mr. Ladd _____

Mr. Nichols _____

Mr. Rosen _____

Mr. Tracy _____

Mr. Carson _____

Mr. Coffey _____

Mr. Hendon _____

Mr. Kramer _____

Mr. McGuire _____

Mr. Harbo _____

Mr. Quinn Tamm _____

Tele. Room _____

Mr. Nease _____

Miss Beahm _____

Miss Gandy _____



EX-100
JUL 10 1944

57045-152

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI, WASHINGTON
FROM : SAC FRED HALLFORD, SPRINGFIELD
SUBJECT: JOSEPH A. SIZOO, SPECIAL AGENT

DATE: July 14, 1944

Mac

There is transmitted herewith copy of a letter directed to the above agent which was received at this office. This copy of letter to Agent Sizoo is being returned to the Bureau inasmuch as his transfer to the Springfield Office has been cancelled.

FH:lmj
Encl.-1

ENCLOSURE

RECORDED
9 JUL 24 1944

67-57045-153	
Noted	
Search	
Numbered	
1 JUL 18 1944	
FEDERAL BUREAU OF INVESTIGATION	

Mac

July 5, 1944

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
Post Office Drawer 670
Springfield, Illinois

Dear Mr. Sizoo:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$4,600 per annum to \$4,800 per annum in Grade GAF 12, effective July 1, 1944.

Sincerely yours,

J. Edgar Hoover
John Edgar Hoover
Director

cc - SAC, Springfield

FEDERAL BUREAU OF INVESTIGATION U. S. DEPARTMENT OF JUSTICE	
JUL - 6 1944	
SPRINGFIELD FIELD OFFICE	
ROUTED TO	FILE

Office Memorandum • UNITED STATES GOVERNMENT

JAS:lem

TO :

MR. D. M. LADD

DATE: June 27, 1944

FROM :

J. F. BUCKLEY

SUBJECT: J. A. SIZOO - SPECIAL AGENT

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Coffey	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Mohr	_____
Mr. Carson	_____
Mr. Herdon	_____
Mr. Mumford	_____
Mr. Jones	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Becker	_____
Miss Gandy	_____

This is to advise that SA J. A. SIZOO has received advice from Local Draft Board #255, 37-13 82nd Street, Jackson Heights, Long Island, New York, that he is classified in 2-A until December, 1944.

It is suggested that this memorandum be referred to the Chief Clerk's Office.

2 JUL 31 1944

67-57045-154

78 66
28

*later
laminated*

*3/28/44
THRE
20*

copy

DEFERRED

SLS

JULY 7 1944

SAC SPRINGFIELD

TRANSFER ASAC LO TRAGUE TO WASHINGTON HEREBY CANCELED SA JA SIZOO WILL NOT
REPORT TO SPRINGFIELD ASAC

HOOVER

Mr. Ladd
Mr. Lee
Mr. Jones
Mr. Jackson
Mrs. Reynolds
Personnel Files

2 JUL 27 1944

71

Office Memorandum • UNITED STATES GOVERNMENT

DATE: 7/3/44

TO : W. R. GLAVIN

FROM : J. P. MOHR

SUBJECT: LEE O. TEAGUE

ASAC, Springfield, under transfer to SOG

J. A. SIZOO

Supervisor, SOG, under transfer to Springfield

As you know, Agent Sizoo is presently under transfer to the Springfield Office as ASAC and has been instructed to proceed there subsequent to the termination of the Sedition Trial. Sizoo has advised that according to the best estimate at this time, the trial will not be concluded until some time in 1945 - perhaps in January.

Agent Teague has been instructed that he should not proceed to the SOG on transfer until he is relieved by Sizoo.

As this matter now stands, it appears that these transfers will be held in abeyance for a period in excess of 6 months which seems unnecessarily delayed.

RECOMMENDATION:

It is recommended that these transfers be cancelled at this time or that the Bureau consider designating another ASAC at Springfield in order that Mr. Teague may proceed to the SOG.

DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

Name: **MR. JOSEPH A. SIZCO**

Date: **July 1, 1944**

You are advised of the following action concerning your employment in the Department of Justice:

Nature of Action: **PAY INCREASE (PERIODIC)**

Effective: **July 1, 1944**

	FROM	TO
POSITION	Special Agent	
GRADE SALARY	CAF 12 \$4600	CAF 12 \$4800
BUREAU OR DIVISION		
HEADQUARTERS		
APPROPRIATION	S&E, FBI.	
DEPARTMENTAL OR FIELD	Field	

REMARKS:

Automatic Promotion Bill Public Law #200

JUL 26 1944

By direction of the Attorney General.

*New appointees must take oath of office,
enter on duty and execute necessary appoint-
ment papers before any payment of salary can
be made.*

**This action invalid with-
out perforated signature.**

JOHN Q CANNON

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. CLEGG *WAS*
FROM : HENRY L. SLOAN *8*
SUBJECT: SPECIAL AGENT
J.A. SIZOO
ADMINISTRATIVE
FIREARMS TRAINING

DATE: 7/31/44

This to advise that the above named Special Agent received Administrative Firearms Training for a period of six days at Quantico, Virginia. During this period he observed the Bureau's Training Methods in use at Quantico, was drilled in the fundamentals of shooting and the safety rules and he was given an opportunity to run the various firing lines for the classes receiving firearms training.

He has a good mechanical knowledge of Bureau firearms, and has the ability to handle these firearms sufficiently well to demonstrate them to Agents in the Field. With experience, this Agent should develop into a good Firearms Instructor.

Recommendation: It is my recommendation that Agent J.A. Sizoo be authorized to conduct Firearms Training in the Field.

8 AUG 1 1944

7-57045-155

ack.
8/3/44
DR

48
2 AUG 8 1944
THREE

20

JSR:imc

MR. LADD

August 5, 1944

John Edgar Hoover, Director, Federal Bureau of Investigation

Special Agent J.A. Sizoo
Administrative Firearms Training

In confirmation of the firearms status of the above-named Agent, please be advised that he was afforded specialized firearms training at Quantico, Virginia, and is now qualified to conduct field office firearms training. //

8 AUG 14 1944
57045-156

2 48 97
AUG 11 1944

HWH

8 7 25 PM
AUG 8 1944

☒ Mr. Tolson
☒ Mr. E. A. Tamm
☒ Mr. Clegg
☒ Mr. Coffey
☒ Mr. Glavin
☒ Mr. Ladd
☒ Mr. Nichols
☒ Mr. Rosen
☒ Mr. Tracy
☒ Mr. Mohr
☒ Mr. Carson
☒ Mr. Hendon
☒ Mr. Mumford
☒ Mr. Jones
☒ Mr. Quinn Tamm
☒ Mr. Nease
☒ Miss Gandy

COMMUNICATIONS SECTION
MAILED 11

★ AUG 8 1944 P.M.

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

/nr

SHR

JOSEPH A. SISCO

ASSIGNED TO: WASHINGTON, D. C.

2422

(34) August 28, 1910

255

Queens

Jackson Heights New York

OCCUPATION: Mr. Sisco is a Special Agent of the Federal Bureau of Investigation and holds a key position within the meaning of Executive Order 9309.

It is requested that the above-named registrant, who is employed by an agency or under the Federal Government, be classified in Class II-A or Class II-B by reason of the fact that he is regularly engaged in an activity in support of the national health, safety, or interest, or an activity in war production, and is 30 years of age or over; or has been found disqualified for any military service; or qualified for limited military service only.

Registrant's status:

☐ Registrant has reached his 30th birthday

☐ Registrant has been found disqualified for any military service

☐ Registrant has been found qualified for limited military service

Agency Stamp:

U.S. DEPARTMENT OF JUSTICE
F.B.I. REVIEW COMMITTEE
U. S. DEPARTMENT OF JUSTICE BUILDING
WASHINGTON, D. C.

11-11-44

J. Edgar Hoover

Date

Clyde A. Tolson, Chairman

5 NOV 17 1944

57045-157

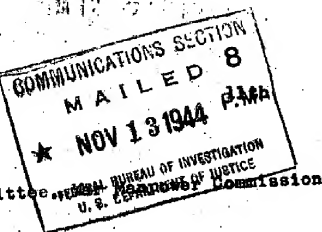
Washington, D. C.

November

44

Notary Public

Tolson
E. A. Tamm
Clegg
Coffey
Glavin
Ladd
Nichols
Rosen
Tracy
Harbo
Hendon
Quinn
Tele. Room
Nease
Miss Gandy



cc - Review Committee



**Federal Bureau of Investigation
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund subsequent to August 31, 1944, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Dorothy T. Sizoo Address 4731 Old Dominion Dr. Arlington, Va.
Relationship wife Dated Aug. 15, '44

Very truly yours,

*Ack 8-19-44
mab*

Joseph A. Sizoo
Special Agent

3 AUG 17 1944

File

*Sturg
mab*

CLASSIFICATION ADVICE

App. Not Req.



Local Board No. 255	25
Queens County	081
	255
37-13 82nd Street Jackson Hts., N. Y.	

(Local Board Date Stamp With Code)

December 5, 1944

(Date of mailing of Notice of Classification to Registrant)

You are advised that—

Joseph

(First name)

Alexander

(Middle name)

Si 700

(Last name)

Order No. 2422 has been classified in Class 2A (Continued)

until May 16, 1945

(Insert date for Class II-A and II-B only)

by ☒ Local Board.

☐ Board of Appeal (by vote of to).

☐ President.

DSS Form 59

(Revised 3-29-48)

(See other side)

(Member or clerk of local board)

16-33835-1

8 DEC 19 1944
1 DEC 10 1944
57045-158

Appeal Procedure

Any person entitled to do so may take an appeal to the board of appeal within 10 days after the above date of mailing of Notice of Classification to registrant in either of the following ways:

- (1) By filing with the local board a written notice of appeal. Such notice need not be in any particular form but must state the name of the registrant and the name and identity of the person appealing so as to show the right of appeal.
- (2) By signing the "Appeal to Board of Appeal" on the Selective Service Questionnaire (Form 40).

When an appeal is taken from the classification or reclassification of a registrant and when such appeal is upon the ground that the registrant should have been deferred by reason of his occupation, the appeal shall be transferred to the board of appeal having jurisdiction over the area in which the registrant is employed, provided all of the following conditions are met (but not otherwise):

- (1) The first person to appeal from such classification or reclassification files with his appeal a written request for such transfer;
- (2) The written request states in what respect an occupational question is involved; and
- (3) The written request states the name of the registrant's employer and the street address, county, and State where the registrant is employed.

The person appealing may attach to his notice of appeal or to the Selective Service Questionnaire (Form 40) a statement specifying the respects in which he believes the local board erred, may direct attention to any information in the registrant's file which he believes the local board has failed to consider or give sufficient weight, and may set out in full any information which was offered to the local board and which the local board failed or refused to include in the registrant's file.

Appeal to the President from classification by the board of appeal may be taken at any time within 10 days after the date of mailing of notice to registrant, provided the registrant was classified by the board of appeal in either Class I-A, Class I-A-O, or Class IV-E and one or more members of the board of appeal dissented from such classification. Otherwise, the decision of the board of appeal is final except when an appeal is taken to the President either by the State Director of Selective Service or the Director of Selective Service on the ground that he deems it to be in the national interest or necessary to avoid an injustice.

21w

January 9, 1945

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

My attention has been called to the exemplary manner in which you performed your duties in supervising and handling numerous leads and many investigative problems which arose in connection with the case entitled Joseph D. McMillian, w. c., et al, Sedition.

Your splendid efforts in this instance certainly merits recognition and I wanted to personally commend you for your work on this case.

Sincerely,

CC - Mr. Ladd

570-159

71

72

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Hendon _____
Mr. Jones _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

RECEIVED

JAN 10 11 PM '45

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

OJR:ae

DEPARTMENT OF JUSTICE
WASHINGTON 25, D. C.

December 29, 1944

Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Coffey	✓
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Carson	✓
Mr. Egan	✓
Mr. Gurnea	✓
Mr. Harbo	✓
Mr. Hendon	✓
Mr. Jones	✓
Mr. Mumford	✓
Mr. Quinn	✓
Mr. Nease	✓
Mr. Gandy	✓

Mr. J. Edgar Hoover, Director
Federal Bureau of Investigation
Washington (25), D. C.

Dear Edgar:

I wish to single out for special mention and highly commend to you Federal Bureau of Investigation Agent Mr. Joseph Sizoo for the excellent job he did in supervising and handling the numerous leads and many investigative problems which arose in the case of United States v. McWilliams et al., the sedition case.

Mr. Sizoo had a comprehensive knowledge of the case and saw to it that all leads were fully explored. Whether the matter dealt with the correlation of the evidentiary material in the various Federal Bureau of Investigation offices throughout the country or with the obtainment of information in the hands of United States Military Intelligence, United States Naval Intelligence, or [redacted] Mr. Sizoo was always equally competent and did a magnificent job.

b7D

It was a pleasure to work with him.

Very sincerely,

7 JAN 31 1945

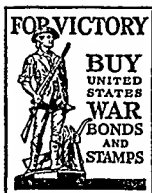
O. JOHN ROGGE, Special Assistant
to the Attorney General

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ack
1-9-45
jog

Rec'd to [unclear]
1/2/45
rule

17
JAN 23
RECORDS



Office Memorandum • UNITED STATES GOVERNMENT

EAT:KLW

TO : THE DIRECTOR

FROM : MR. E. A. TAMM

SUBJECT:

DATE:

January 22, 1945

Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Coffey	✓
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Egan	✓
Mr. Carson	✓
Mr. Hendon	✓
Mr. Mumford	✓
Mr. Jones	✓
Mr. Quinn Tamm	✓
Tele. Room	✓
Mr. Nease	✓
Miss Beahm	✓
Miss Gandy	✓

In order to have a Supervisor available who has had some training in the routine of my office, I would like to have Special Agent Joseph A. Sizoo spend an hour or two a week with Mr. Frank Welch, the Supervisor in my office, learning the details concerning the handling of the work here so that in the event Mr. Welch is on sick leave, annual-leave or otherwise absent, there will be someone available who can fill in for him.

Mr. Hanratty, who was formerly trained for this work, has recently been transferred to the Laboratory as Chief of the Document Section and, consequently, will not be available for this work in the future.

33 JAN 24 1945

OK
1/22

OK
H.

Office Memorandum • UNITED STATES GOVERNMENT

JSR/ja

TO : MR. H. H. CLEGG

FROM : MR. J. S. ROGERS

SUBJECT: JOSEPH SIZOO
MAJOR CASE SCHOOL

DATE: MARCH 20, 1945

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Coffey	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Mohr	_____
Mr. Carson	_____
Mr. Hendon	_____
Mr. Mumford	_____
Mr. Jones	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Beahm	_____
Miss Gandy	_____

Agent Sizoo called Mr. Blaylock on Sunday, March 18, at 12:30 p.m. and stated that he was leaving that afternoon for Los Angeles. Agent Sizoo's father had a serious operation and the doctor advised that it was doubted that his father would live.

Agent Sizoo will contact Mr. Hince upon his return to find out whether he should continue in the Major Case School.

5704
MAR 23 1945
60 97

ADDRESS REPLY TO
"THE ATTORNEY GENERAL"
AND REFER TO
INITIALS AND NUMBER

CJR:ee

DEPARTMENT OF JUSTICE
WASHINGTON 25, D. C.

December 29, 1944

Mr. J. Edgar Hoover, Director
Federal Bureau of Investigation
Washington (25), D. C.

Dear Edgar:

I wish to render high praise to you for the exceptional assistance which I received from the Federal Bureau of Investigation in the case of United States v. McWilliams et al., the sedition case. I had appreciated you and your organization before, but not to the extent that I do now.

All of the agents with whom I worked pleased me, and there are two that I wish to single out for their good work, Mr. Joseph Sizoo and Mr. Paul E. Ertzinger. I also wish to commend highly the following Federal Bureau of Investigation agents who made excellent witnesses in the case:

Gerhard P. Mundt

James A. Donovan, Jr.
Johnson J. Hayes
Douglas Williams
Ira J. Kellogg
Bliss Morton

Many other Federal Bureau of Investigation agents were scheduled to testify in the case, and I am sure that they would likewise have made excellent witnesses, but the untimely death of Chief Justice Eicher has delayed their appearance for the time being.

RECORDED

My appreciation of the assistance which you gave me is so great that I wish the Attorney General to know of it, and for that reason I am sending him a copy of this letter.

Very sincerely,

O. JOHN ROGGE, Special Assistant
to the Attorney General



ack
1-9-45
JOG
memo 1/15/45 JRS

[Handwritten signatures and initials at top right]

[Handwritten notes: Mr. Ladd, Rec. Action, 11/19]

[Handwritten notes: 11/19/45, JRS]

561-A-2490

[Handwritten signature and initials]



Federal Bureau of Investigation
United States Department of Justice



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 10, 1945, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs. Dorothy T. Sizoo Address 4731 Old Dominion Drive, Arlington, Va.
Relationship wife Dated Feb. 1, 1945

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship wife Dated Feb. 1, 1945

Very truly yours,

W.H. 2-5-45 mll

Special Agent

FEB 6 1945

Wm. J. Reel

RCR:RJ URGENT

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

To: COMMUNICATIONS SECTION.

March 23, 1945

Transmit the following message to:

SAC, LOS ANGELES.

REFERENCE WIRE AGENT SIZOO. INSTRUCT HIM RETURN WASHINGTON, D.C.
IMMEDIATELY VIA PLANE. YOU SHOULD ISSUE NECESSARY PRIORITY.

HOOVER.

3 MAR 29 1945

57-163

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Acers
Mr. Carson
Mr. Harbo
Mr. Hendon
Mr. Mumford
Mr. Starke
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

SENT VIA

3:10 PM

Per

U. S. DEPARTMENT OF JUSTICE
COMMUNICATIONS SECTION

MAR 23 1945

WESTERN UNION

WU 11 23

~~LOS ANGELES~~ LOSANGELES CALIF MAR 23 1945 846A

FEDERAL BUR OF INVESTIGATION

ATTN CHIEF CLERK 9TH AND PENNSYLVANIA WASH DC

RETURNING WASHINGTON EMERGENCY LEAVE DEATH OF FATHER ADVISE

CARE LOS ~~ANGELES~~ ANGELES OFFICE IF AIR PRIORITY AVAILABLE IN VIEW

PRESENT ATTENDANCE SPECIAL SCHOOL WASHINGTON

J A ~~XXXX-XXXX~~ SIZOO.

1228P

3 MAR 29 1945

Called
Leave Clerk

cc Leave Clerk

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

5517

5704-164

25 MAR 1945

to Mr. Tolson
3/23/45
per R

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Coffey _____
 Mr. Glavin _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Rosen _____
 Mr. Tracy _____
 Mr. Carson _____
 Mr. Egan _____
 Mr. Hendon _____
 Mr. Pennington _____
 Mr. Quinn Tamm _____
 Mr. Nease _____
 Miss Gandy _____

RBY:TD

March 19, 1945

MEMORANDUM FOR MR. LADD

Re: SA J. A. SIZOO

For your information, SA J. A. Sizoo has advised that his father has been in poor health recently which necessitated a serious operation. It was previously believed that his father was recuperating, but yesterday SA Sizoo received advice that his father was not expected to live and he was requested to immediately come to Los Angeles. In view of these facts, SA Sizoo departed for Chicago by air and intended to go on to Los Angeles at the earliest opportunity. No information has been received as to his exact whereabouts, but it is presumed that he will notify the Bureau upon his arrival in Los Angeles. You will be further advised in the event any additional information is received relative to this matter.

3:10 PM

Mrs. Sizoo called and advised that SA Sizoo's father passed away this morning. She will advise us fully as to when SA Sizoo will be able to return to Washington.

RBY
 R. B. Yaden

*Flow leave
 let sent 3/21
 bri*

*File
 Wray/bri*

March 21, 1945

Mr. Joseph A. Sizoo
1146 West 78th Street
Los Angeles, California

Dear Mr. Sizoo:

I have just been advised of
the passing of your Father, and I want
to extend to you my deepest sympathy
in your great loss.

There is so little that one
can say to ease your grief at this time,
but I do hope that you may be able to
derive some consolation from knowing
that the thoughts of your friends in
the Bureau are with you.

Sincerely,

lson
A. Tamm
son
rey
avin
nd
chois
son
cy
rs
son
oo
don
ford
rke
nn Tamm
se
dy

for

JOSEPH ALEXANDER SIZOO

2422

(August 28, 1910) 34

255

Queens

Jackson Heights, New York

OCCUPATION:

Mr. Sizoo is a Special Agent of the Federal Bureau of Investigation and holds a key position within the meaning of Executive Order 9309.

It is requested that the above-named registrant, who is employed by an agency in or under the Federal Government, be classified in Class II-A or Class II-B by reason of the fact that he is regularly engaged in an activity in support of the national health, safety, or interest, or an activity in war production, and is 30 years of age or over; or has been found disqualified for any military service; or qualified for limited military service only.

Registrant's status:

☒ Registrant has reached his 30th birthday

☐ Registrant has been found disqualified for any military service

☐ Registrant has been found qualified for limited military service only

Agency Stamp:

AUTHORIZED
GOVERNMENT SERVICE ONLY
U. S. DEPARTMENT OF JUSTICE
F.B.I. REGIONAL REVIEW COMMITTEE
U. S. DEPARTMENT OF JUSTICE BUILDING
WASHINGTON, D. C.

APR 23 1945
Date

Clyde A. Tolson, Chairman

Federal Bureau of Investigation, U. S. Department of Justice

U. S. Department of Justice Building

Washington, D. C.

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Hendon
Mr. Pennington
Mr. Quinn Tamm
Mr. Nease
Mr. Gandy

COMMUNICATIONS SECTION
MAILED
APR 25 1945
APR 23 1945
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

10115

ORIGINATING RO

APR 21 5 17 PM '45

Review Committee, War Manpower Commission

57045-166
13

Handwritten signatures and initials.

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of March 31, 1945 based on performance during period from April 1, 1944 to March 31, 1945

Joseph A. Sizoo
(Name of employee)

Agent - CAF-12, \$4800.00

(Title of position, service, and grade)

FBI - Division Five - Internal Security

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.	CHECK ONE:
✓ if adequate	2. Underline the elements which are especially important in the position.	Administrative, supervisory, or planning----- <input type="checkbox"/>
- if weak	3. Rate only on elements pertinent to the position.	
	a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions.	
+ if outstanding	b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	All others----- <input checked="" type="checkbox"/>

- | | |
|--|--|
| <input checked="" type="checkbox"/> (1) Maintenance of equipment, tools, instruments. | <input type="checkbox"/> (21) Effectiveness in planning broad programs. |
| <input checked="" type="checkbox"/> (2) Mechanical skill. | <input type="checkbox"/> (22) Effectiveness in adapting the work program to broader or related programs. |
| <input checked="" type="checkbox"/> (3) Skill in the application of techniques and procedures. | <input type="checkbox"/> (23) Effectiveness in devising procedures. |
| <input checked="" type="checkbox"/> (4) Presentability of work (appropriateness of arrangement and appearance of work). | <input type="checkbox"/> (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| <input checked="" type="checkbox"/> (5) Attention to broad phases of assignments. | <input type="checkbox"/> (25) Effectiveness in directing, reviewing, and checking the work of subordinates. |
| <input checked="" type="checkbox"/> (6) Attention to pertinent detail. | <input type="checkbox"/> (26) Effectiveness in instructing, training, and developing subordinates in the work. |
| <input checked="" type="checkbox"/> (7) Accuracy of operations. | <input type="checkbox"/> (27) Effectiveness in promoting high working morale. |
| <input checked="" type="checkbox"/> (8) Accuracy of final results. | <input type="checkbox"/> (28) Effectiveness in determining space, personnel, and equipment needs. |
| <input checked="" type="checkbox"/> (9) Accuracy of judgments or decisions. | <input type="checkbox"/> (29) Effectiveness in setting and obtaining adherence to time limits and deadlines. |
| <input checked="" type="checkbox"/> (10) Effectiveness in presenting ideas or facts. | <input type="checkbox"/> (30) Ability to make decisions. |
| <input checked="" type="checkbox"/> (11) Industry. | <input type="checkbox"/> (31) Effectiveness in delegating clearly defined authority to act. |
| <input checked="" type="checkbox"/> (12) Rate of progress on or completion of assignments. | |
| <input checked="" type="checkbox"/> (13) Amount of acceptable work produced: (Is mark based on production records? _____)
(Yes or no) | |
| <input checked="" type="checkbox"/> (14) Ability to organize his work. | |
| <input checked="" type="checkbox"/> (15) Effectiveness in meeting and dealing with others. | |
| <input checked="" type="checkbox"/> (16) Cooperativeness. | |
| <input checked="" type="checkbox"/> (17) Initiative. | |
| <input checked="" type="checkbox"/> (18) Resourcefulness. | |
| <input checked="" type="checkbox"/> (19) Dependability. | |
| <input checked="" type="checkbox"/> (20) Physical fitness for the work. | |

STATE ANY OTHER ELEMENTS CONSIDERED

<input type="checkbox"/> (A)	_____
<input type="checkbox"/> (B)	_____
<input type="checkbox"/> (C)	_____

STATE ANY OTHER ELEMENTS CONSIDERED

(A) _____

(B) _____

(C) _____

STANDARD		Adjective rating
Deviations must be explained on reverse side of this form		
Plus marks on all underlined elements, and no minus marks.....	Excellent	Rating official <u>Excellent</u>
Plus marks on at least half of the underlined elements, and no minus marks.....	Very good	
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks.....	Good	Reviewing official _____
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks.....	Fair	
Minus marks on at least half of the underlined elements.....	Unsatisfactory	

Rated by James C. Strickland Chief of Section
(Signature of rating official) (Title)

Reviewed by K. M. Ladd Assistant Director
(Signature of reviewing official) (Title)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

JOSEPH A. SIZOO

.This employee is experienced and has a thorough knowledge of the Bureau's work. He has confidence in himself and has discharged his duties in an excellent and outstanding fashion. He is above average in initiative and his work is definitely above average. He has been acting as liaison with Special Assistant O. John Rogge of the Department in the sedition case entitled "U. S. vs. Joseph E. McWilliams; et al," which was recently discontinued due to the death of the Federal Judge. He performed these duties in a very commendable manner. In addition, he has performed administrative work, and I am of the opinion that this employee possesses qualifications for a higher administrative position.

May 9, 1945

Mr. George A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

Dear Mr. Sizoo:

You are hereby directed to proceed to Memphis, Tennessee, public business permitting, and assume the duties of Assistant Special Agent in Charge of that Field Division, effective upon your arrival there.

In the event any expenses will be incurred by you in the transfer of your household furniture and personal effects in connection with this transfer, it is desired that the Bureau be furnished immediately with the approximate cost involved. This information is essential for budget and appropriation purposes.

Sincerely yours,

John Edgar Hoover
Director

CC: Memphis (PAC)
Mr. Ladd
Mr. Jackson
Mr. Lee

COMMUNICATIONS SECTION
Mr. Callahan
Miss Garity

☆ MAY 8 1945 R.M.

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

RECEIVED
MAY 10 1945

168

✓

pen

Office Memorandum • UNITED STATES GOVERNMENT

RCH:DW

TO : MR. TOLSON

FROM : R. C. HENDON

SUBJECT:

DATE: 4/28/45

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Mohr	
Mr. Carson	
Mr. Hendon	
Mr. Lamford	
Mr. Jones	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Beahm	
Miss Gandy	

To replace ASAC H. E. Plaxico, who has been transferred from Memphis to Dallas at his request, I recommend the designation of Supervisor Joseph A. Sizoo. *Div 5 (M)*

*OK per call
ing photo
5-8-45*

Sizoo is 34 years of age, married and the father of one child. He is a resident of Los Angeles, California, and has A.B. and LL.B. degrees. He is classified 2-A. Sizoo entered on duty as a Clerk on July 10, 1935 and as an Agent on November 1, 1938. He has served at Detroit, Huntington and New York and since June 15, 1942 has been a Supervisor in the Security Division. His work has been consistently outstanding. He makes a very good appearance, has an excellent personality and it has been stated that he is analytical, thorough, detailed and accurate. He uses good judgment and initiative, is willing to accept responsibility, has enthusiasm, energy and definite possibilities for further advancement. When assigned at New York he participated in some of the major cases, including the Ducase. He served as liaison between the Bureau and John Rogge in connection with the sedition cases. He is qualified to conduct field firearms training and has received inspection training. Since January he has acted on the desk of Mr. Frank Welch, Supervisor in Mr. Tamm's Office, during Welch's absences. Sizoo is in CAF 12 at \$4800 per annum. The ASAC at Memphis spends a good deal of time in general investigative duties and it is believed that this combination would be particularly valuable to Sizoo who has been away from field work now for some time.

PH - Lexington (M)

To replace Sizoo as a Supervisor in the Security Division, I recommend the transfer of Special Agent Cecil M. Miller from Louisville. Miller is 34 years of age, married, a resident of Kansas and has an LL.B. degree. He entered on duty March 3, 1941 and has served at Newark and Louisville. While at Louisville he was Resident Agent at Owensboro, Selective Service Supervisor, and is presently Resident Agent at Lexington. He is in CAF 12 at \$4600 per annum. It has been stated that he is clean-cut in appearance, mature, intelligent, alert, ambitious, an excellent dictator, had an excellent knowledge of Bureau policies, was willing to accept and discharge responsibilities without supervision, had confidence and above average organizational ability. He is excellent in the use of firearms, being a member of the Possible Club. It appears he has definite supervisory ability and that he should develop further.

Permanent briefs are attached.

ms. Ladd agrees

*transfer orders prepared
5-8-45 ram H*

*169
JTB ram*

Office Memorandum • UNITED STATES GOVERNMENT

JAS:EW

TO : Mr. D. M. Ladd *SL*

FROM : J. C. Strickland *JS*

SUBJECT: J. A. SIZOO, Special Agent

DATE: May 2, 1945

Mr. Tolson _____

Mr. E. A. Tamm _____

Mr. Clegg _____

Mr. Coffey _____

Mr. Glavin ☒

Mr. Ladd _____

Mr. Nichols _____

Mr. Rosen _____

Mr. Tracy _____

Mr. Mohr _____

Mr. Carson _____

Mr. Hendon _____

Mr. Mumford _____

Mr. Jones _____

Mr. Quinn Tamm _____

Tele. Room _____

Mr. Nease _____

Miss Beahm _____

Miss Gandy _____

You are advised that Local Board #255, Queens County, 37-13
82nd Street, Jackson Heights, Long Island, New York, has continued the
above named Agent in Class 2-A until October, 1945.

3 MAY 27 1945

RECORDED

*mailed
wrg/sea*

3 MAY 24 1945

U. S. GOVERNMENT

sea

[Signature]

CLASSIFICATION ADVICE

App. Not Req.



Local Board No. 255
Queens County

25

081

37-13 82nd Street
Jackson Heights, L. I., N. Y.

255

(Local Board Date Stamp With Code)

April 27, 1945.

(Date of mailing of Notice of Classification to Registrant)

You are advised that—

Joseph

(First name)

Alexander

(Middle name)

Sizoo

(Last name)

Order No. 2422

has been classified in Class

2-A

until October 1945

19

(Insert date for Class II-A and II-B only) ---

by ☒ Local Board.

☐ Board of Appeal (by vote of to).

☐ President.

DSS Form 59
(Revised 3-29-43)

(See other side)

(Member or clerk of local board)

16-32835-1

Appeal Procedure

Any person entitled to do so may take an appeal to the board of appeal within 10 days after the above date of mailing of Notice of Classification to registrant in either of the following ways:

- (1) By filing with the local board a written notice of appeal. Such notice need not be in any particular form but must state the name of the registrant and the name and identity of the person appealing so as to show the right of appeal.
- (2) By signing the "Appeal to Board of Appeal" on the Selective Service Questionnaire (Form 40).

When an appeal is taken from the classification or reclassification of a registrant and when such appeal is upon the ground that the registrant should have been deferred by reason of his occupation, the appeal shall be transferred to the board of appeal having jurisdiction over the area in which the registrant is employed, provided all of the following conditions are met (but not otherwise):

- (1) The first person to appeal from such classification or reclassification files with his appeal a written request for such transfer;
- (2) The written request states in what respect an occupational question is involved; and
- (3) The written request states the name of the registrant's employer and the street address, county, and State where the registrant is employed.

The person appealing may attach to his notice of appeal or to the Selective Service Questionnaire (Form 40) a statement specifying the respects in which he believes the local board erred, may direct attention to any information in the registrant's file which he believes the local board has failed to consider or give sufficient weight, and may set out in full any information which was offered to the local board and which the local board failed or refused to include in the registrant's file.

Appeal to the President from classification by the board of appeal may be taken at any time within 10 days after the date of mailing of notice to registrant, provided the registrant was classified by the board of appeal in either Class I-A, Class I-A-O, or Class IV-E and one or more members of the board of appeal dissented from such classification. Otherwise, the decision of the board of appeal is final except when an appeal is taken to the President either by the State Director of Selective Service or the Director of Selective Service on the ground that he deems it to be in the national interest or necessary to avoid an injustice.

Office Memorandum • UNITED STATES GOVERNMENT

LAH/ja

TO : CLYDE A. TOLSON

DATE: April 6, 1945

FROM : H. H. CLEGG

SUBJECT: MAJOR CASE

SPECIAL AGENT JOSEPH A. SIZOO

SPECIAL SCHOOL FOR SPECIAL CRIMINAL INVESTIGATIVE SQUADS NO. 3
(In-Service credit given)

FROM 3-12-45 TO 4-4-45
 EOD 11-1-38
 GRADE CAF-12
 SALARY \$4800
 ASSIGNED TO DIVISION FIVE

PHYSICAL EXAMINATION AFFORDED: None

GRADES ATTAINED:

NOTEBOOK	
HIP SHOOTING	100
PRACTICAL PISTOL COURSE	88
SHOTGUN	100
.30 RIFLE	78
MACHINE GUN	95
GENERAL FIREARMS ABILITY	Very Good

TECHNICAL EQUIPMENT QUALIFICATIONS:

Good

REMARKS: Interviewing official - L. A. Hince

Sizoo is an Agent who is small in stature but who makes an excellent appearance. He is able to handle himself in an above average manner during an interview. In investigative work, he is intelligent, alert, active and purposeful. I consider him an outstanding man as an investigator.

He is qualified as a General Investigator on a Major Case Squad.

I believe Sizoo has supervisory ability.

STATUS: Excellent.

Mr. Tolson
 Mr. E. A. Tamm
 Mr. Clegg
 Mr. Coffey
 Mr. Glavin
 Mr. Ladd
 Mr. Nichols
 Mr. Rosen
 Mr. Tracy
 Mr. Mohr
 Mr. Carson
 Mr. Hendon
 Mr. Mumford
 Mr. Jones
 Mr. Quinn Tamm
 Tele. Room
 Mr. Nease
 Miss Beahm
 Miss Gandy

[Handwritten signature]

*Noted
 Doc Rice
 muf*

JOSEPH A. SIZOO, Special Agent, No. One Man

EOD

Unit Employed In
Grade and Salary
Age
Marital Status
Education
In Unit Since
Office of Preference
Badge
Commission Card
Gun

Clerk - 7/10/35
Agent - 11/1/38
Internal Security Section
CAF-12, \$4800
34
Married - 1 child
AA, AB, LLB
6/15/42
Washington, D. C.
OK
OK
OK

Mr. LADD

This employee is the Number One Man in the Internal Security Section and has a thorough knowledge of the Bureau's work. He has confidence in himself and has discharged his duties in an excellent and outstanding fashion. He is above average in initiative and his work is definitely above average. In addition to his administrative duties, he has been acting as liaison with Special Assistant O. John Rogge of the Department in the sedition case entitled "U. S. vs. Joseph E. McWilliams" which was recently discontinued due to the death of the Federal Judge. He performed his duties in connection with this assignment in a very commendable manner. He is a very conscientious and aggressive employee and I am of the opinion that he possesses qualifications for a higher administrative position.

Mr. J. P. MOHR

This Agent makes a very good personal appearance, was neatly dressed at the time of the interview, has an excellent personality and an easy friendly manner, is affable, tactful, well poised, and an excellent conversationalist, has an excellent knowledge of the work of the Section, is possessed of a considerable amount of supervisory and administrative ability, is under transfer to Memphis as ASAC and is well qualified to handle that position. Sizoo makes an excellent impression during interview.

April 30 - May 30, 1945
Inspection Report
Security Division
Internal Security Section
Inspector J. S. Egan

W
67-507 ENCLOSED 3

JEM:JCS

May 28, 1945

MEMORANDUM FOR MR. TOLSON

On May 26th I saw Special Agent JOSEPH A. SIZOO, who has been assigned at the Seat of Government as a Supervisor, and is proceeding to Memphis, Tennessee, as Assistant SAC.

Mr. Sizoo makes a very good personal appearance, seems to be intensely interested in the work, and I would rate him above average.

Very truly yours

S/J E H
John Edgar Hoover
Director

RECORDED
INDEXED
MAY 30 1945

51045-173

27

SL

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Coffey
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Hendon
Mr. Pennington
Mr. Quinn
Mr. Nease
Miss Gandy

RECEIVED FROM E. C.
7-57 PM
5-29-45
pm

(1)
JOSEPH A. SIZOO

b6

The above employee has been assigned to the Security Division since June 15, 1942. He has been the Number One man of the Internal Security Section of the Security Division, which duties he has performed in a very commendable manner. He is above average in intelligence, alert and aggressive and has the ability to get along with personnel. He carries out his assignments promptly and his work has been far above average. He is very loyal and dependable and definitely possesses the qualifications for administrative work. In connection with his duties he has acted as liaison with Special Assistant [redacted] of the Department in the sedition case entitled U. S. vs. JOSEPH E. McWILLIAMS, et al and he was highly commended by [redacted]. He has a good personality, dresses neatly and his work at the Seat of Government has been exceptional.

57045-174
JUN 17 1942
3

Joe

[Handwritten signature]

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL (X)
PROBATIONAL or TRIAL PERIOD ()

As of May 30, 1945 based on performance during period from Apr. 1, 1945 to May 30, 1945

Joseph A. Sizoo

(Name of employee)

Special Agent - CAF-12

(Title of position, service, and grade)

Justice - FBI - Security Division - Internal Security Section

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input checked="" type="checkbox"/>
---	---	---

- | | |
|---|--|
| <p>7-1-44</p> <p>----- (1) Maintenance of equipment, tools, instruments.
----- (2) Mechanical skill.
+ (3) Skill in the application of techniques and procedures.
+ (4) Presentability of work (appropriateness of arrangement and appearance of work).
+ (5) Attention to broad phases of assignments.
+ (6) Attention to pertinent detail.
+ (7) Accuracy of operations.
+ (8) Accuracy of final results.
+ (9) Accuracy of judgments or decisions.
+ (10) Effectiveness in presenting ideas or facts.
+ (11) Industry.
+ (12) Rate of progress on or completion of assignments.
+ (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no)
+ (14) Ability to organize his work.
+ (15) Effectiveness in meeting and dealing with others.
+ (16) Cooperativeness.
+ (17) Initiative.
+ (18) Resourcefulness.
+ (19) Dependability.
+ (20) Physical fitness for the work.</p> | <p>----- (21) Effectiveness in planning broad programs.
----- (22) Effectiveness in adapting the work program to broader or related programs.
----- (23) Effectiveness in devising procedures.
----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
----- (26) Effectiveness in instructing, training, and developing subordinates in the work.
----- (27) Effectiveness in promoting high working morale.
----- (28) Effectiveness in determining space, personnel, and equipment needs.
----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
----- (30) Ability to make decisions.
----- (31) Effectiveness in delegating clearly defined authority to act.</p> <p>STATE ANY OTHER ELEMENTS CONSIDERED</p> <p>----- (A) -----
----- (B) -----
----- (C) -----</p> |
|---|--|

STANDARD Deviations must be explained on reverse side of this form		Adjective rating
Plus marks on all underlined elements, and no minus marks	Excellent	Rating official <u>Excellent</u> Reviewing official _____
Plus marks on at least half of the underlined elements, and no minus marks	Very good	
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks	Good	
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks	Fair	
Minus marks on at least half of the underlined elements	Unsatisfactory	

Rated by James C. Stinson Chief of Section May 30, 1945
(Signature of rating official) (Title) (Date)

Reviewed by D. M. Ladd Assistant Director May 30, 1945
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ (Date) Report to employee _____ (Adjective rating)

JUN 1 1945
U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON, D.C.

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Hendon
Mr. Jones
Mr. Mumford
Mr. Quinn
Mr. Nease
Miss Gandy

FBI MEMPHIS

6-2-45

4-12-0 PM

DC

DIRECTOR

YARN.....ROUTINE

ASAC JOSEPH A, SIZOO ARRIVED MEMPHIS ON TRANSFER AT EIGHT AM JUNE ONE, FORTY FIVE. REPORTED FOR DUTY NINE FORTY FIVE AM JUNE ONE, FORTY FIVE. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY MRS. DOROTHY T. SIZOO, WIFE, FOUR SEVEN THREE ONE, OLD DOMINION DRIVE, ARLINGTON, VIRGINIA.

HOSTETTER

ACK AND HOLD PLS

5-10 PM OK FBI SWASH DC AND

ZCW

57025-175
JUN 2 1945
cc: [unclear]

WRO:sea

June 15, 1945

Local Board Number 255
Selective Service System
37-13 82nd Street
Jackson Heights, Long Island
New York

RE: JOSEPH AL SIMCO
Order Number 2422

Gentlemen:

I want to advise you that Mr. Simco has been transferred to Memphis, Tennessee, where he has been designated Assistant Special Agent in Charge of the Memphis Field Division of this Bureau.

This information is furnished to you in order that your records will correctly reflect the principal place of employment of this registrant.

Sincerely yours,

John Edgar Hoover
Director

CC: SAC - Memphis

3 JUN 19 1945

57045-176

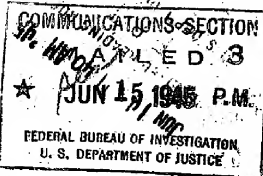
JUN 15 6 49 PM '45
RECEIVED
U. S. DEPT. OF JUSTICE

35 17

[Handwritten signature]

13

✓



Tolson _____
E. A. Tamm _____
Clegg _____
Glavin _____
Ladd _____
Nichols _____
Tracy _____
Carson _____
Egan _____
Gurnea _____
Harbo _____
Rosen _____
Tamm _____
Trotter _____
Tele. Rm. _____
Mr. Gandy _____

14

Federal Bureau of Investigation
United States Department of Justice

EJC:VK

New York, N. Y.
April 3, 1945

John

MEMORANDUM FOR THE DIRECTOR

Re: MAJOR CASE SCHOOL #3

JOSEPH A. SIZOO - Special Agent
Entered on Duty - July 10, 1935, as Clerk
November 1, 1938, as Special Agent
Grade - CAF-12, \$4800

SPECIAL TRAINING: Administrative Firearms

OFFICE OF PRESENT ASSIGNMENT: Internal Security Section
Security Division
Washington, D. C.

COMMENTS: This Agent received general training in connection with the various duties as a Special Agent on a major case squad to handle a kidnapping case. This Agent would be a satisfactory, capable employee for this type of assignment.

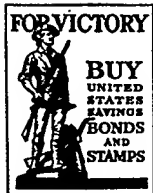
This Agent is a capable, experienced employee. He possesses supervisory ability.

As a Special Agent, I would rate him as excellent and as of average ability.

STATUS: Excellent.

Respectfully submitted,

E. J. Connelley
E. J. CONNELLEY,
Assistant Director.



Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, F. B. I.

DATE: June 16, 1945

FROM : SAC, Memphis

SUBJECT: JOSEPH A. SIZOO
Assistant Special Agent in Charge

It is requested that the Bureau forward the field personnel file and the Firearms Record card of the above agent.

8 JUL 7 1945

61-111-1178

SEARCHED	INDEXED
SERIALIZED	FILED
JUL 16 1945	
FBI - MEMPHIS	

Field file
6-29-45
SAC

W. C. C.

3 file

Special Agent in Charge
Memphis, Tennessee
John Edgar Hoover, Director
Federal Bureau of Investigation
Mr. Joseph A. Sizoo

June 29, 1945

~~PERSONAL AND CONFIDENTIAL~~

There are enclosed the field personnel file and field firearms and scientific training record card of Special Agent Joseph A. Sizoo, who is now assigned to your office. He is presently in Grade CAF 12, with salary at the rate of \$4800 per annum. There is also enclosed a duplicate copy of Mr. Sizoo's property record for your files.

Enclosures
REGISTERED MAIL

8 JUL 5 1945

100-179
62
3

- Mr. Tolson
- Mr. E. A. Tamm
- Mr. Clegg
- Mr. Coffey
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Carson
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Hendon
- Mr. Jones
- Mr. Quinn
- Mr. Nease
- Miss Gandy

LEG:ld

July 7, 1945

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
2401 Sterick Building
Memphis 3, Tennessee

Dear Mr. Sizoo:

July 10, 1945, marks your Tenth Anniversary in the Federal Bureau of Investigation. In recognition of this achievement, it is my pleasure to present to you the enclosed Ten Year Service Award Key.

You have served the Bureau faithfully and well during your years with the organization. Your experience and ability have been of especial value during the past few years in which the Bureau has expanded its personnel so rapidly. I should like you to accept this Key as an expression of my deep gratitude and appreciation for your continued loyalty and devotion to duty through the years.

It is my sincere wish that our association together in the FBI will continue for many years to come.

Sincerely,

CC: SAC, Memphis
Voucher Section

8 JUL 13 1945

-180

JUN 8 4 54 PM '45

[Handwritten signature]

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Hendon
Mr. Pennington
Mr. Quinn
Mr. Nease
Miss Gandy

CLASSIFICATION ADVICE

App. Not Req.



Local Board No. 255	23
Queens County	081
	255
37-13 82nd Street	
Jackson Hts., N. Y.	

(Local Board Date Stamp With Code)

September 12, 1945

(Date of mailing of Notice of Classification to Registrant)

You are advised that—

Joseph

A.

Sizoo

(First name)

(Middle name)

(Last name)

Order No. 2422 has been classified in Class 4A 5707-181

until Indefinitely, 19

(Insert date for Class II-A and II-B only)

by ☒ Local Board.

☐ Board of Appeal (by vote of to).

☐ President.

DSS Form 59
(Revised 12-10-43)

(See other side)

(Member or clerk of local board)

16-37688-2

Appeal Procedure

Any person entitled to do so may take an appeal to the board of appeal within 10 days after the above date of mailing of Notice of Classification to registrant in either of the following ways:

- (1) By filing with the local board a written notice of appeal. Such notice need not be in any particular form but must state the name of the registrant and the name and identity of the person appealing so as to show the right of appeal.
- (2) By signing the "Appeal to Board of Appeal" on the Selective Service Questionnaire (Form 40).

The person appealing may attach to his notice of appeal or to the Selective Service Questionnaire (Form 40) a statement specifying the respects in which he believes the local board erred, may direct attention to any information in the registrant's file which he believes the local board has failed to consider or give sufficient weight, and may set out in full any information which was offered to the local board and which the local board failed or refused to include in the registrant's file.

Appeal to the President from classification by the board of appeal may be taken at any time within 10 days after the date of mailing of notice to registrant, provided the registrant was classified by the board of appeal in either Class I-A, Class I-A-O, or Class IV-E and one or more members of the board of appeal dissented from such classification. Otherwise, the decision of the board of appeal is final except when an appeal is taken to the President either by the State Director of Selective Service or the Director of Selective Service on the ground that he deems it to be in the national interest or necessary to avoid an injustice.



**Federal Bureau of Investigation
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 30, 1945, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONUMENT~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship wife Dated July 27, '45

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Dorothy T. Sizoo Address 4731 Old Dominion Dr. Arlington, Va.
Relationship wife Dated July 27, 1945.

Very truly yours,

Joseph A. Sizoo
Special Agent

*file
ring:
rel*

*ack
8-1-45
miller*

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: September 21, 1945

ML FROM : SAC, Memphis

JAS:ER

SUBJECT: JOSEPH A. SIZOO, ASAC
MEMPHIS FIELD DIVISION

For the information of the Bureau, Local Draft Board No. 255, Queens County, Jackson Heights, New York, has reclassified the above employee in 4-A indefinitely.

OCT 2 1945

57045-182

1 OCT 11 1945

file
John

*noted
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BEST COPY AVAILABLE

Office Memorandum • UNITED STATES GOVERNMENT

JEE:lrh

TO : W. B. Glavin

DATE: 12-3-45

FROM : J. P. Mohr

SUBJECT: JOSEPH A. SIZOO

Assistant Special Agent in Charge
Memphis Field Division

RE: UPA Promotion

This employee entered on duty on 7-10-35 as a Messenger, was appointed a Special Agent on 11-1-38, afforded a \$200 increase in grade GAA 12 to \$4800 per annum under the provisions of the Uniform Promotion Act effective 7-1-44, and is eligible for an increase under the Act effective 1-1-46. His present salary is \$5390 per annum which was effective 7-1-45 as a result of the increase in basic salaries.

On 3-31-45 and on 5-30-45 Mr. Strickland rated him EXCELLENT.

RECOMMENDATION: It is recommended that he be afforded a \$210 increase in grade GAA 12, from \$5390 to \$5600 per annum, under the provisions of the Uniform Promotion Act effective 1-1-46.

FEDERAL BUREAU OF INVESTIGATION

Prepared by
Checked by
Filed by

Mr.
Miss
Mrs.

Mr. Joseph A. Sizoo

Date

December 7, 1945

New appointment ☐

Transfer ☐

Promotion ☒

Separation ☐

PRESENT STATUS

- | | |
|-----------------------------|--|
| 1. Title: Special Agent | 2. Grade: G-12 |
| 3. Salary: \$5390 per annum | 4. Seat of Government: <input type="checkbox"/> Field: <input checked="" type="checkbox"/> |
| 5. Division: | 6. Appropriation: "Salaries and Expenses FBI" |

PROPOSED ACTION

- | | |
|---------------------------------|--|
| 7. Title: Special Agent | 8. Grade: G-12 |
| 9. Salary: \$5600 per annum | 10. Seat of Government: <input type="checkbox"/> Field: <input checked="" type="checkbox"/> |
| 11. Division: | 12. Appropriation: "Salaries and Expenses FBI" |
| 13. Effective: January 14, 1946 | 14. Position: <input type="checkbox"/> Additional: <input type="checkbox"/> Vice: <input type="checkbox"/> Identical: <input type="checkbox"/> |

15. Remarks:

Mr. Sizoo is being promoted under the Automatic Promotion Bill, Public Law #260 and #106. He was promoted from \$4500 per annum to \$4800 per annum in Grade G-12, effective July 1, 1944.

promoted

Respectfully submitted,

DEC 13 1945

CC: Mr. Lally, Room 1120
CCO, Selective Service

COMMUNICATIONS SECTION

MAILED 14

DEC 7 - 1945 P.M.

Tolson
E. A. Tamm
Clegg
Glavin
Ladd
Nichols
Rosen
Tracy
Carson
Egan
Gurnea
Harbo
Hendon
Quinn Tamm
Nease
Gandy

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

NOT RECORDED

Unretrievable

DEC 7 1945 REL

JW:ED

COPY:ALB

November 28, 1945

PERSONAL AND ~~CONFIDENTIAL~~

Mr. E. J. Connelley
Federal Bureau of Investigation
One Elyen Sutter, Room 1729
San Francisco 4, California

Dear Mr. Connelley:

It is desired that you submit reports on Assistant Special Agents in Charge John C. Pills of Springfield and Joseph A. Sizoo of Memphis, who assisted you during the Cleveland inspection.

Sincerely yours,

John Edgar Hoover
Director

EPM:RG

NOV 29 1945

December 7, 1945

Mr. Joseph A. Sisco
Federal Bureau of Investigation
United States Department of Justice
2401 Starick Building
Memphis 3, Tennessee

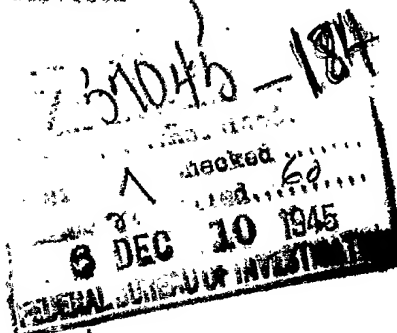
Dear Mr. Sisco:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$5370 per annum to \$5600 per annum in Grade GS-12, effective January 11, 1946.

Sincerely yours,

John Edgar Hoover
Director

CC: SAC, Memphis
Miss G. L. Mitchell
CCO, Selective Service
Mr. J. E. Edwards
(Sik. 7-14-33
A 11-1-38)



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JH:BD

December 21, 1945

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
U. S. Department of Justice
2401 Starick Building
Memphis 3, Tennessee

Dear Mr. Sizoo:

You are hereby directed to proceed to Springfield, Illinois, public business permitting, and assume the duties of Assistant Special Agent in Charge of that office effective upon your arrival there.

In the event any expenses will be incurred by you in the transfer of your household furniture and personal effects in connection with this transfer, it is desired that the Bureau be furnished immediately with the approximate cost involved. This information is essential for budget and appropriation purposes.

Sincerely yours,

John Edgar Hoover
Director

CC-Springfield - (PAC)

Memphis - Advise Bureau the date he can depart.

Mr. Jackson

Mr. Lee

Mr. M. A. Jones

DEC 29 1945

67-51045-185

Control.....	Recorded.....
Search.....	Checked.....
INDEXED.....	FILED.....

DEC 27 1945

INVESTIGATION

John Edgar Hoover

2/27

ison
A. Tamm
Ladd
Clegg
Glavin
Nichols
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Tracy
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Holloman
Nease
Gandy

DEC 27 1945

U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 12/14/45

FROM : E. C. HENDON

SUBJECT:

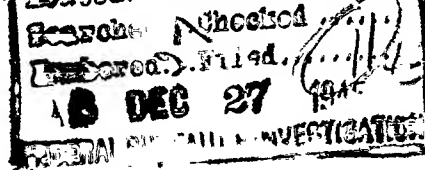
Mr. Tolson ✓
 Mr. E. A. Tamm ✓
 Mr. Clegg ✓
 Mr. Coffey ✓
 Mr. Glavin ✓
 Mr. Ladd ✓
 Mr. Nichols ✓
 Mr. Rosen ✓
 Mr. Tracy ✓
 Mr. Carson ✓
 Mr. Egan ✓
 Mr. Gurnea ✓
 Mr. Hendon ✓
 Mr. Pennington ✓
 Mr. Quinn Tamm ✓
 Tele. Room ✓
 Mr. Nease ✓
 Miss Beahm ✓
 Miss Gandy ✓

1. To fill the vacancy as Assistant SAC at Springfield, I recommend the transfer from Memphis of Assistant SAC Joseph A. Sizoo.

Sizoo is 35 years of age, married and has one child. He is a resident of Los Angeles and has A.B. and LL.B. degrees. He entered on duty as a Clerk on July 10, 1935 and as an Agent on November 1, 1938. He served at Detroit, Huntington and New York and from June 1942 until designated Assistant SAC at Memphis in June 1945, served as a Supervisor in the Security Division. His work has been consistently excellent. He makes a very good appearance, has a fine personality and possesses good judgment, initiative, enthusiasm and a willingness to accept responsibility. He participated in some of the major cases while assigned to New York and served as liaison between the Bureau and the Department in connection with the sedition cases. He is qualified to conduct field firearms training and has received inspection training. It has been felt that he has definite possibilities for future advancement and the Director in May 1945 stated that he seemed to be intensely interested in his work and would be rated above average. Due to his likable personality and ability to get along with others, I think he is particularly well qualified to serve with Traynor at Springfield. In addition this will afford him somewhat heavier responsibilities than those at Memphis and will add to his development.

2. To replace Sizoo as Assistant SAC at Memphis, I recommend the transfer from the Security Division of Special Agent James Joseph Kelly.

Kelly is 37 years of age, married, has two children and is a native of New York. He has an LL.B. degree and has completed the work for a JSD. His offices of preference are (1) New York, (2) New Haven and (3) Boston. Kelly entered on duty on March 3, 1941 and has served at San Diego and Cleveland. While at Cleveland he was in a supervisory capacity. He has been a Supervisor in the Security Division since July 19, 1944 and is presently in Grade CAF 12, \$5180 per annum. He is a qualified Bureau speaker, has qualified in administrative firearms and has received inspection training. This man makes an outstanding appearance and has an excellent personality. Mr. Nichols in 1943 stated that he was clean cut, above average mentally, very industrious, progressive and had supervisory ability. SAC Boardman stated he had the faculty of inspiring confidence in those under his supervision and listed him to receive training in a long range program for development as a Special Agent in Charge. SAC Fletcher rated him excellent and




stated that one of his outstanding qualifications was his ability to inspire enthusiasm, confidence and loyalty on the part of those under his supervision. As a Supervisor he has been rated Excellent with the statement that he used very good judgment, had ability to properly analyze his work, was alert, conscientious, could handle personnel and his production had been far above average.

3. To replace Kelly as a Supervisor in the Security Division, I recommend the transfer from Buffalo of Special Agent Joseph John Casper. (M) *Paul Samuel*)

Casper is 27 years of age, married, has one child, is a native of St. Paul and has a B.S. degree. He entered on duty as an Agent on January 6, 1941 and has served at Memphis, Baltimore and Buffalo, being in Grade CAF 12, \$5390 per annum. His offices of preference are (1) St. Paul, (2) Milwaukee and (3) Chicago. His record as an Agent has been consistently outstanding. He has all the personal qualifications necessary for additional advancement. The Director has commented that the record of this man is outstanding and that he should be considered for greater responsibilities. The Director also in February 1944 ordered that he be given a meritorious increase for the excellent manner in which he had handled the scheduling of Agents on surveillances although confined to bed with a cold and influenza.

Briefs are attached.

*Trans and prepared
12-21-45*
Mr. Ladd agrees
mc 

ah.

h.

DEPARTMENT OF JUSTICE
WASHINGTON 25, D. C.
December 7, 1945

Prepared by: *ah*
Checked by: *ah*
Filed by:

Name MR. JOSEPH A. SIZOO
MR. JOSEPH A. SIZOO

Nature Of Action : Pay increase (periodic)

Effective : January 1, 1946

Position

Special Agent

Special Agent

Grade

GS 12

GS 12

Salary

\$5800 per annum

\$5800 per annum

Bureau
or
Division

Headquarters

Appropriations

REG. 707

REG. FBI

Departmental
or Field

☐

DEPT.

FIELD

☒

DEPT.

FIELD

☒

NO. 100-103

CIVIL SERVICE OR
OTHER LEGAL AUTHORITY

NATURE OF POSITION

a NEW

P. C. No.

b ADDITIONAL IDENTICAL

P. C. No.

c VICE

P. C. No.

REMARKS:

Mr. Sizoo is being promoted under the Automatic Promotion Bill, which raises GS 12 and 13. He was promoted from \$5600 per annum to \$5800 per annum in Grade GS 12, effective July 1, 1945.

DATE OF OATH

DATE OF BIRTH

JW:ah

1946

47-103-10000-2



IN REPLY, PLEASE REFER TO
FILE NO. _____

**Federal Bureau of Investigation
United States Department of Justice**

Suite 1729 - 111 Sutter Street
San Francisco, California
December 29, 1945



PERSONAL AND CONFIDENTIAL

Director, FBI

Re: JOSEPH A. SIZOO
Special Agent

Dear Sir:

With reference to the work of this employee in assisting on the inspection in the Cleveland Office, I believe that he readily grasped the various details necessary in checking matters and that he applied himself intelligently and fairly to the problem.

This Agent is a capable, experienced Special Agent and has a good understanding of the Bureau's work. He is familiar with the various rules and regulations and has applied himself in keeping up with the changes which occur. He had not previously worked on an inspection.

During the inspection he worked long hours, evenings, Sundays and holidays in order to complete the inspection as soon as possible.

It is believed that he is a desirable employee to assist on this type of work. He will undoubtedly profit by his experience in checking matters which require attention as Assistant Special Agent in Charge in his own office. He was alert to these matters.

His work was discussed with him and was discussed with him during the coverage of same and his completed effort was reviewed with him. This required only an average amount of revision in order to reflect what was necessary. He will be of greater value in the next inspection in which he assists. He will improve with additional effort and experience on this type of work.

Very truly yours,

E. J. Connelley
E. J. CONNELLEY
Assistant Director

EJC:SSH

10 JAN 10 1946

37-51042-187	
Searched.....	Recorded.....
Indexed.....	Checked.....
Number.....	Filed.....
6	JAN 4
INVESTIGATION	

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. CLEGG

FROM : T. E. NAUGHTEN

SUBJECT: ASAC JOSEPH A. SIZOO
AIDE TO INSPECTOR

DATE:

January 4, 1946

Mr. Tolson _____

Mr. E. A. Tamm _____

Mr. Clegg _____

Mr. Coffey _____

Mr. Glavin _____

Mr. Ladd _____

Mr. Nichols _____

Mr. Rosen _____

Mr. Tracy _____

Mr. Mohr _____

Mr. Carson _____

Mr. Hendon _____

Mr. Mumford _____

Mr. Jones _____

Mr. Quinn Tamm _____

Tele. Room _____

Mr. Nease _____

Miss Beahm _____

Miss Gandy _____

From December 10 through December 21, ASAC Sizoo of the Memphis office aided in the inspection of the Chicago office. This man has had previous inspection experience and reflected this in the alacrity with which he was able to discharge the various inspection duties assigned him during instant inspection. I consider Sizoo of above average intelligence, with much maturity, and a generally well-balanced and strong personality.

On the basis of his showing at Chicago, I consider him fully qualified to aid in any phase of inspections.

TEN:BG

37-57045-188

Routed.....Recorded..

Searched.....Checked.....

Indexed.....

6 JAN 14

FEDERAL BUREAU OF INVESTIGATION

Office Memorandum

UNITED STATES GOVERNMENT

TO : Mr. Nichols

DATE: February 14, 1946

FROM : H. A. Jones

SUBJECT:

RECORDED

7 57045-189

Attached hereto is a copy of a speech manuscript prepared by Supervisor Joseph A. Sizoo of the Laboratory at the time he was Assistant Special Agent in Charge of the Memphis Office. The speech is quite good indeed and illustrates, I feel, how an interesting talk can be prepared from the usual Bureau material.

Attachment

19 FEB 19 1946

CRIME

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: FEBRUARY 13, 1946

FROM : W. R. GLAVIN

SUBJECT: J. A. SIZOO
Chief, Document Section
Technical Laboratory

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Gandy	

Special Agent Sizoo is under consideration for a meritorious promotion at the present time.

Mr. Sizoo is in Grade CAF-12, \$5600 per annum at the present time, he having been afforded a promotion from CAF-12, \$5390 to CAF-12, \$5600 per annum on January 14, 1946, under the Uniform Promotion Act.

Mr. Sizoo has been recently transferred from the position of ASAC at Memphis to the Technical Laboratory as Chief of the Document Section, he having reported for duty there on February 1, 1946.

It is suggested that a meritorious promotion for Mr. Sizoo be held in abeyance until the 60-day report covering his performance of duty is secured.

WRG:AB

I agree

719

6 MAR 1 1946

83

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: 2/2/46

FROM : SAC, Memphis

SUBJECT: SPEECH

Enclosed herewith is a manuscript entitled "They Can't Get Away With It" which was prepared by Assistant Special Agent in Charge JOSEPH A. SIZOO.

ASAC SIZOO made two talks during January, 1946, which were predicated upon the material set forth in this manuscript and after each of these talks, I received a number of telephone calls from individuals of prominence, who were very complimentary of the speech and the manner in which it was presented.

I feel that a copy of this manuscript may be of some value and interest to the Bureau.

DSH: MEN
Enclosure

FEB 21 1946

FEDERAL BUREAU OF INVESTIGATION

ENCL.

M. A. JONES

H. J. HODGES

memo to Nichols
2-14-46
may

NOTED
2/2/46

"THEY CAN'T GET AWAY WITH IT"

It is certainly a pleasure to appear before you to discuss some of the problems facing law enforcement today. Let me express my appreciation, as well as, that of our Director, Mr. J. EDGAR HOOVER and Mr. D. S. HOSTETTER, Special Agent in Charge of the Memphis Office, for your interest in these problems. Were you not interested in these matters you would never have extended this invitation.

Before our discussion of these problems, I believe you will be interested in a brief word of background concerning the F.B.I. and its development. In 1908 it was believed advisable to create, within the Department of Justice, an investigative unit for the purpose of investigating violations of Federal law which had not previously been assigned to other investigative agencies and which violations, because of their nationwide scope, could not effectively be handled by local police agencies. This unit eventually came to be the Federal Bureau of Investigation.

In 1924 Mr. HARLAND F. STONE, now Chief Justice of the United States Supreme Court, was Attorney General and at that time he offered the Directorship of the Federal Bureau of Investigation to Mr. JOHN EDGAR HOOVER. Mr. HOOVER accepted this position with the understanding that the F.B.I.

should be completely divorced from politics and that all appointments to the F.B.I. and promotions within it should be based solely upon proven ability and merit. Mr. HOOVER immediately raised the standard for appointments to the Bureau and at this time all Special Agent applicants must be male citizens of the United States between the ages of 25 and 40 and must be either graduates of accredited law schools, recognized schools of accounting or college graduates with extensive investigative experience or proficiency in a modern foreign language. In addition, all applicants must pass rigid physical and mental examinations and thorough investigations are conducted of the character, reputation, background and loyalty of all such applicants. By raising the caliber of Special Agent personnel in the Federal Bureau of Investigation it soon acquired a reputation for efficiency beyond that of similar organizations.

Today, the F.B.I. has investigative jurisdiction over many designated criminal statutes such as, Extortion, Kidnapping, Bank Robbery, Impersonation of Federal officers, Fraud Against the Government, Theft of Government Property, White Slave Traffic Act, National Motor Vehicle Theft Act. etc., and general investigative jurisdiction over violations of Federal law not specifically assigned to another agency. Also, under the Presidential Directive of September 6, 1939, the F.B.I. was given investigative jurisdiction over Espionage, Sabotage and other matters relating to the national defense of our country.

While considering the subject matter for this talk some days ago, my attention was called to an editorial appearing in the Commercial Appeal under the title "They Can't Get Away With It". That editorial set out in brief and concise fashion some of the ideas which I have had in mind for the last several weeks and which form the basis for what I say today.

We have been hearing much about the problem of delinquency among juveniles. Much has been written and said about it, and because of an inherent sense of civic responsibility, Mr. HOOVER has encouraged Bureau representatives to bring to public attention these alarming facts.

Recent figures indicate that 21% of all arrests are of persons under 21 years of age. There are more arrests of persons age 17 than of any other age group. 15% of all murderers are under 21, 36% of all robbers, 51% of all burglars, 34% of all thieves, 26% of all arsonists, 62% of all car thieves and 30% of all rapists.

The problem becomes even more serious when we observe the rise among youthful offenders during war years. They are the ones who are now becoming post-graduates of crime and are committing more despicable offenses. As indicative of the increase in crime among juveniles during the war years statistics show that since 1939 arrests among girls

under 18 years of age increased 198%. Arrests among boys under 18 increased 48% for homicide, 70% for rape, 39% for robbery, 72% for assault, 55% for auto thefts and 101% for drunkenness and driving while intoxicated.

You may well ask why crime should increase among juveniles during war years. Pressure during the years of war has increased the tempo of living and has so occupied many minds as to lose sight of an increase in crime among juveniles. Many girls have sacrificed their virtue on a false shrine of patriotism. Arrests for prostitution of girls under 18 increased 375% since 1939, disorderly conduct 357%, drunkenness and driving while intoxicated 174%. Youngsters were ill prepared for the economic independence which comes with high salaries in defense work. Many parents have given most of their time to war work and I fear too many have felt that the extra bonuses for over-time justified neglecting their duties toward their children.

Much has also been said and written about a crime wave. Anyone who reads so much as the headlines of the morning papers will agree that crime is on the increase. In the past few weeks we have had in this country some of the most vicious crimes of our history.

A short time ago we read of the assault of a Shelby County housewife and the murder of two very small children. The Chicago papers are still filled with articles concerning the kidnap - murder of a six year old girl.

I was in Chicago for ten or twelve days during the early part of December and never once picked up a newspaper but what the headlines screamed of murder. Not long ago the West coast was shocked to read of the kidnapping and subsequent murder of a teen age girl. Recently, we read in newspapers in this area of the unprovoked shooting of two men by a man using the alias "BLACKIE". The crime wave which has been proclaimed in the press of this country is not an imaginary one. It is real and it is bloody. If anything, the press is guilty of under-stating the true situation.

Statistics show that for the month of October, 1945, there was a 19% increase in crime as compared to the same month of 1944. In the more serious crimes increases were 32% for murder, 38% for auto theft, 38% for robbery, 11% for larceny and 26% for burglary.

Much of the increase in crime during the last few years is also attributed to war-time conditions. The basic factors which cause crime, however, have not changed but are only accentuated by war-time living. There are those who blame crime on lack of education. Others blame it on slums and others on poverty. While, of course, these things are also contributing factors, an attitude of "I can get away with it", which is almost universal among criminals, has filled more penitentiary cells than all ignorance, slums and poverty combined.

I have yet to interview a subject who planned before committing a crime that he would be apprehended shortly thereafter. Without exception

all have operated on the theory that they could get away with it and have considered only what could be gained by the commission of the crime.

The BARKER boys were taught by their fanatical mother that they could have anything they desired without fear of punishment. ALVIN KARPIS wanted what he wanted and got it by taking it. BILL DAINARD early adopted a slogan that anybody was a fool to work for a living. JOHN DILLINGER was only motivated by personal desires. There was nothing altruistic about any of these men, who were leading public enemies during the 1930s.

While many of the persons who were subjects of F.B.I. investigations during the war-time years were acting in behalf of interests not necessarily personal - many working for the good of the German fatherland - all were of the opinion that they too could outsmart the "decadent democracies". With but few exceptions, they were completely surprised at the time of arrests.

Lax parental guidance and a feeling on the part of parents that their children "could do no wrong" has from time immemorial, contributed to the delinquency of children. Such parents are quick to plead that their boy or girl has been the victim of bad companions or too much temptation. Close examination, however, will usually reveal that the greatest contributing agency to their youth's crime has been what he learned or failed to learn

during the formulating years of his existence when his thoughts were almost solely in the hands of his parents.

Then too, a gullible and lethargic attitude on the part of public citizens has also been an old-time contributor toward crime. Most people, who themselves are not involved, consider it as Mark Twain says most of us do the weather, "Everybody complains about it but nobody does anything about it".

You will ask then, "What is the answer to this situation and what can be done about it". There is no one answer although there is certainly much which can be done about it. In the first place, parents can again take upon themselves the duty of teaching their children the meaning of the Golden Rule. They can teach their children the meaning of citizenship. It has been stated, and there is more truth than humor in it, that a child becomes delinquent when he begins to act like his parents. Juvenile delinquency is largely a matter of parental responsibility. Lawlessness is not inherited. Like character it is acquired.

For example, there is the case of the fifteen year old boy, whose father, on learning of his first arrest, commented to the officers, "If he doesn't straighten himself out he should be put in a reform school". It is shameful that any parent should expect a juvenile to "straighten himself out" when that parent has made no effort to teach that youngster the

meaning of good citizenship. Inquiry into the background of this case by the officers revealed that this boy's mother died while he was an infant and he was placed in a private home. His foster mother separated from her husband shortly thereafter and the boy had always been deprived of a wholesome, substantial home life. Throughout the years the boy's real father made no attempt to train or properly raise him or his brothers and sisters and was quite content to have them cared for by friends or anyone who expressed an interest in them. The boy's first offense was the theft of an automobile. The court placed him on indefinite probation. A month later, he stole another automobile from a parking lot and drove it to another state in violation of a Federal law. This youngster's brother, after five appearances in Juvenile court on local charges, later entered "big time crime" and is now serving a fifteen year sentence in a state penitentiary. A juvenile sister has been, according to her own father, a street walker for a number of years and another unmarried sister, also well known to juvenile authorities, is the mother of two children. The only member of this family who is a law abiding citizen is a sister who lived her entire life with another family. To that family goes the credit of saving one child.

Then there is the story of JACK, a boy murderer. He was an underprivileged and neglected child, one of nine children, whose father

was a "ne'er do well", part-time worker, who spent most of his life in jails paying for offences against society rather than contributing to the support of his family. JACK's mother failed to provide the maternal guidance and love to which the children are entitled. The parents did not care if the children received an education and, consequently, each child dropped out of school at an early age. JACK was a good boy at first but under the direction of his father he began stealing small items. Later, when he was old enough to perform odd jobs, his mother tried to get his wages paid over to her. The youth became a police problem early in life and after being quartered with various families was committed to a boys training school.

When JACK was allowed to return to his real home he conducted himself properly for a time and then lapsed back into his old ways as though he was trying to live himself above his environment but could not overcome it. This youngster, while still a mere adolescent, shot a police officer while being arrested. He needed a strong helping hand during his childhood years but he never got it. The seeds of his crime were sown long before he pulled the trigger on those fatal shots. The police officer died, and JACK was convicted of first degree murder and sentenced to pay the death penalty. However, because he was only fifteen years of age the Governor commuted his sentence to life imprisonment.

We can talk at length about the responsibilities of parents toward their children, however, there is no point in doing so before a group such as this. I dare say that there is not a person present who is the parent of a juvenile delinquent. It is difficult and almost impossible to reach such parents and when you do so it is seldom effective.

Law enforcement too has an answer to the situation but it is not altogether a pleasant one. Its prime responsibility is to detect violations of the law and to put the offenders in jail. Many local police agencies, however, are sponsoring boys clubs and similar organizations for the purpose of combating juvenile delinquency. Some departments have begun digging into causations, in addition to acting as arresting agencies. It is comforting to know that in cities where that is the case the number of delinquents is steadily decreasing. However, law enforcement agencies are generally limited by jurisdiction and appropriation. Other than bringing these problems to the public's attention in appearances such as this one, the F.B.I. is limited to the investigation of violations which fall within certain designated categories and which are violations of Federal laws within its jurisdiction. Daily new cases involving juveniles come to our attention. The offenders are put in jail. But it is nasty business filling up the jails with youngsters who might have been good citizens if someone had taken an interest and extended a helping hand

during their earlier years.

By vigorously investigating and detecting the violations, we are attempting to teach the criminals that detection and apprehension are inevitable, that justice is sure and swift and that they "can't get away with it".

If we can create a fear of sure incarceration in the minds of anyone who might be tempted perhaps we may be able to discourage the first misstep. Fear of one sort controls the conduct of most people. Some of us are restrained from misconduct by fear of loss of money, others by loss of reputation, friends or family. Many by a combination of all these things and a fear of the hereafter. Why not use fear to keep people from crime. I don't know how we can better spread this type of fear than by demonstrating that a session in jail is the natural consequence of crime. That is what law enforcement is trying to do. It is better prepared to do so today than it has ever been. It is better equipped, has faster means of transportation and communication. Scientific means of crime detection have been developed. A most complete Laboratory is maintained by this Bureau in Washington, D. C. to assist the investigators and it is available to all law enforcement agencies, as well as, Agents of the F.B.I. By the use of fingerprint identification, handwriting examination, examinations of glass fractures, firearms, etc. it is frequently possible to prove the

guilt or innocence of an individual beyond any doubt. A higher degree of cooperation between Federal, State and local law enforcement agents exists today than ever before in the history of the F.B.I. Our common purpose is to teach the criminal that he can't get away with it. Many cases could be cited indicating the effectiveness of modern law enforcement. Let me mention one or two.

At 4:45 A.M. one morning about two weeks ago, three boys, two of them Federal prisoners, broke out of the jail at Trenton, Tennessee. The F.B.I. office here in Memphis was advised by telephone and the local law enforcement officers in this area were immediately contacted by Police radio broadcasts. All were on the alert for the three boys who were believed to be driving an automobile stolen at Trenton shortly after the jail break. Before 11:00 O'clock that morning these three boys were again comfortably housed in the Memphis City Jail. They enjoyed less than five hours of freedom.

A few days ago a young Mississippi matron, whose husband is a plantation owner, assisted a German prisoner of war in escaping from a work camp on the plantation. She and the prisoner of war left the plantation together and were apprehended by Agents of this Bureau two days later. They didn't realize how difficult it is to "get away with it". They told the naive story that they planned to drive to Washington where the prisoner of

war expected to obtain employment under an assumed name and where they thought they would "live happily ever after". Had they been told of the inevitability of their apprehension I am sure they never would have brought shame and heartache, not only to themselves, but also to the loved ones of this young lady.

Of course, you may be able to point to an isolated case now and then where it appears at first that the violator did get away with it. You may say that DILLINGER got away with it the first few times he robbed banks but remember that DILLINGER went down in ignominious defeat before the guns of G-Men on the streets of Chicago. You might argue that ROGER TUOHY, BASIL BANGHART and their companions got away with it for a period of time after their escape from the Stateville Penitentiary at Joliet, Illinois. During this time they lived as hunted animals in the city of Chicago. Two of the five were shot attempting to resist apprehension. The other three will serve the remainder of their natural lives behind prison bars.

The person who is not apprehended after his first crime is very likely to commit another one. It is easy money and crimes, almost without exception, progress in seriousness. Many a mother whose son has been sought for the theft of an automobile has prayed for his early apprehension, knowing that the theft of one automobile leads to the theft of another and in an effort to secure money and food to continue to hide out

and avoid apprehension, the crimes progress to burglary, then robbery and frequently murder in the course of robbery.

Public spirited citizens and civic groups such as this one can also do something about these current crime problems. The fact that your Program Chairman has extended an invitation to a representative of this Bureau to speak on matters of this kind indicates that you are concerned about these things and are interested in doing something about them. There are ample opportunities for civic minded adults to participate in the training of youth for community welfare. For instance, some years ago, a teenage group of approximately nineteen youths organized a gang which specialized in stealing automobiles. They soon became a terror to their community. An energetic Y.M.C.A. secretary set out to win the confidence of these boys and wean them away from crime. He was successful with eighteen of them and after working with them for several years he had the pleasure of seeing eighteen boys mature into honest, God-fearing, law-abiding men. Each of the boys turned out to be a credit to his family, his community and himself. The leader of the gang, however, refused to associate with the "sissified Y.M.C.A. secretary and continued his career as a juvenile delinquent. He entered adult crime and while still a comparatively young man was wanted by law enforcement officers throughout the nation to answer charges of murder, bank

robbery and kidnapping. Eventually, he broke a Federal law and was tracked down by F.B.I. Agents. He is now serving a life term in Alcatraz.

Youth work is an under-staffed field. Boys' clubs, Boy Scouts, Girl Scouts and related organizations are always in need of adult assistance. Experience has shown that crime control consists, in a large part, of crime prevention and that the most effective programs are those designed to reach young people. In a day when our young men and young women are returning from war duties to assist in the administrative operations of our nation it is of utmost importance that consideration be given to character development. Then too there are certain civic duties and responsibilities which even the most intelligent and respected members of a community frequently shirk with no more thought than breathing. I will not attempt to enumerate them. I have particularly in mind service on grand and petit juries. I dare say that there is more than one person present who has evaded service on a jury through influence of himself or friends because of personal considerations which he fancied were more important.

While there has been a shocking increase in crime among juveniles and we are today facing an increase in all types of crime, let us impress upon the criminal that he still can't get away with it. To do so law enforcement needs your enthusiastic support. It must have sufficient personnel, equipment and training. See that your law enforcement agencies have these things. But more than that, it needs your cooperation in accepting your civic

responsibilities, in creating in the minds of your own children the proper respect for law and order, and in actively assisting in the creation and support of youth character building organizations in your community.

Memphis, Tennessee
January 29, 1946

JOSEPH A. SIZOO, ASSISTANT SPECIAL AGENT IN CHARGE
SPECIAL EFFICIENCY REPORT
MEMPHIS FIELD DIVISION

This Special Efficiency Report is being submitted inasmuch as this employee departed on transfer to the Bureau on January 29, 1946. He served as Assistant Special Agent in Charge from June 1, 1945 to the date of his departure.

He possesses an excellent knowledge of Bureau policy, procedure and regulations. His judgement is sound and he has the ability to quickly recognize those situations which present possibilities of embarrassment to the Bureau.

He works hard, has great enthusiasm and experiences no difficulty in instilling the same type of enthusiasm in subordinates. He possesses constructive imagination.

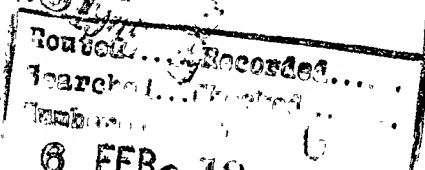
He is well liked by the employees of this office, and I believe that he will experience no difficulty in handling personnel who are under his supervision. He was anxious to accept added responsibilities and handled those matters which were delegated to him in an excellent fashion. He possesses considerable administrative ability.

He handles his contact work with the police and the public in an excellent manner and made a very favorable impression in this regard. He is an excellent public speaker and on a number of occasions prominent citizens of Memphis have spoken in a very complimentary manner of his ability along this line.

He has an excellent attitude toward the Bureau and his work. I am certain that he possesses both administrative and executive ability, and feel certain that he would experience no difficulty in satisfactorily handling the responsibilities of a Special Agent in Charge.

D. S. Hostetter
D. S. HOSTETTER
Special Agent in Charge

JS
DSH:JS



REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL (X)
PROBATIONAL or TRIAL PERIOD ()

As of JANUARY 29, 1946 based on performance during period from JUNE 1, 1945 to JANUARY 29, 1946

JOSEPH A. SIZOO ASSISTANT SPECIAL AGENT IN CHARGE CAF 12 \$5600.00
(Name of employee) (Title of position, service, and grade)

FEDERAL BUREAU OF INVESTIGATION MEMPHIS FIELD DIVISION
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
<input checked="" type="checkbox"/> if adequate		
<input type="checkbox"/> if weak		
<input type="checkbox"/> if outstanding		

- | | |
|---|---|
| ----- (1) Maintenance of equipment, tools, instruments. | ----- (21) Effectiveness in planning broad programs. |
| ----- (2) Mechanical skill. | ----- (22) Effectiveness in adapting the work program to broader or related programs. |
| ----- (3) Skill in the application of techniques and procedures. | ----- (23) Effectiveness in devising procedures. |
| ----- (4) Presentability of work (appropriateness of arrangement and appearance of work). | ----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| ----- (5) Attention to broad phases of assignments. | ----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates. |
| ----- (6) Attention to pertinent detail. | ----- (26) Effectiveness in instructing, training, and developing subordinates in the work. |
| ----- (7) Accuracy of operations. | ----- (27) Effectiveness in promoting high working morale. |
| ----- (8) Accuracy of final results. | ----- (28) Effectiveness in determining space, personnel, and equipment needs. |
| ----- (9) Accuracy of judgments or decisions. | ----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines. |
| ----- (10) Effectiveness in presenting ideas or facts. | ----- (30) Ability to make decisions. |
| ----- (11) Industry. | ----- (31) Effectiveness in delegating clearly defined authority to act. |
| ----- (12) Rate of progress on or completion of assignments. | |
| ----- (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no) | |
| ----- (14) Ability to organize his work. | |
| ----- (15) Effectiveness in meeting and dealing with others. | |
| ----- (16) Cooperativeness. | STATE ANY OTHER ELEMENTS CONSIDERED. |
| ----- (17) Initiative. | ----- (A) ----- |
| ----- (18) Resourcefulness. | ----- (B) ----- |
| ----- (19) Dependability. | ----- (C) ----- |
| ----- (20) Physical fitness for the work. | |

STANDARD Deviations must be explained on reverse side of this form	Adjective rating	Adjective rating
Plus marks on all underlined elements, and no minus marks	Excellent	Rating official <u>EXCELLENT</u>
Plus marks on at least half of the underlined elements, and no minus marks	Very good	
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks	Good	Reviewing official -----
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks	Fair	
Minus marks on at least half of the underlined elements	Unsatisfactory	

Rated by D. S. Hostetter Special Agent in Charge January 29, 1946
(Signature of rating official) (Title) (Date)
Reviewed by _____
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

February 14, 1946

Local Board Number 255
Selective Service System
57-13 82nd Street
Jackson Heights, Long Island
New York

RE:

JOSEPH A. SINCO
Order Number 2422

Gentlemen:

I want to advise you that the needs of this service make it necessary to transfer Special Agent

Sinco to Washington, D. C.

This information is furnished to you in order that your records will correctly reflect the principal place of employment of this registrant.

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director

67-1001 ENCLOSURE

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

WRG:met

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *AT*

FROM : R. T. HARBO *PH*

SUBJECT: JOSEPH A. SIZOO, Special Agent
CAF-12, \$5,600
EOD 1/10/35 Bureau

DATE: 2/1/46

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Coffey	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Carson	_____
Mr. Egan	_____
Mr. Gurnea	_____
Mr. Hendon	_____
Mr. Pennington	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Beahm	_____
Miss Gandy	_____

Special Agent Sizoo reported to the FBI Laboratory this morning to assume his new duties as Supervisor of the Document Section, replacing Mr. Hanratty who ceases active duty today. I discussed with Mr. Sizoo his new assignment.

I shall submit an efficiency report regarding Mr. Sizoo upon the completion of 60 days on this assignment.

67-101-100000
60
3
FEB 6 1946
Gene

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

FROM : R. C. HENDON

SUBJECT:

DATE: 1/5/46

Mr. Tolson ✓
 Mr. E. A. Tamm ✓
 Mr. Clegg ✓
 Mr. Coffey ✓
 Mr. Glavin ✓
 Mr. Ladd ✓
 Mr. Nichols ✓
 Mr. Rosen ✓
 Mr. Tracy ✓
 Mr. Carson ✓
 Mr. Egan ✓
 Mr. Gurnea ✓
 Mr. Hendon ✓
 Mr. Pennington ✓
 Mr. Quinn Tamm ✓
 Tele. Room ✓
 Mr. Nease ✓
 Miss Beahm ✓
 Miss Gandy ✓

The following personnel changes are recommended:

1. To fill the vacancy as Chief of the Document Section of the Laboratory caused by the resignation of James P. Hanratty, it is recommended that Assistant SAC Joseph A. Sizoo of the Memphis Office be designated.

Sizoo is 35 years of age, married and has one child. Although born in Minnesota, Washington, D. C. is his office of preference. He has A.B. and LL.B. degrees. He entered on duty as a clerk on July 10, 1935 and served in the Chief Clerk's Office. He became an Agent on November 1, 1938 and served at Detroit, Huntington and New York until made a Supervisor in the Security Division on June 15, 1942. He served in that capacity until designated Assistant SAC at Memphis on June 1, 1945. His work has been consistently excellent. He makes a very good appearance, has a fine personality and possesses good judgment, initiative, enthusiasm and a willingness to accept responsibility. He participated in some of the major cases while assigned to New York and served as liaison between the Bureau and the Department in connection with the sedition cases. He has received inspection training. The Director in May 1945 stated that Sizoo seemed to be intensely interested in his work and would be rated above average. Mr. Tamm feels that he would fill instant position in a very capable fashion.

Sizoo is presently under transfer from Memphis to Springfield as Assistant SAC and if this recommendation is approved I suggest that the attached wire go forward.

2. To fill the vacancy as Assistant SAC at Springfield, I recommend the designation of Special Agent John P. Gleason, presently assigned to the San Francisco Office.

Gleason is 35 years of age, married and has LL.B. and LL.M. degrees. He is a native of Brooklyn, New York and New York City is his office of preference. Gleason entered on duty as an Agent on January 10, 1938 and has served in a number of field divisions. There are numerous statements in his file to the effect that he possesses supervisory, administrative and executive ability. He served as a Supervisor in the Crime Records Section under me in 1939 and 1940 and it was observed that he had an excellent appearance, a good personality and was an above average employee. While assigned to Charlotte in 1940 and 1941 from time to time he served on the desk in the absence of the SAC and was commented upon very favorably by SAC Scheidt. He

was a Supervisor in the Security Division from January 6, 1943 until April 23, 1944 and it was stated that his work during that period had been outstanding, that through the use of vision and initiative and the exercise of his ability to assimilate and simplify complex data, his efforts were instrumental in effecting the successful prosecution of the first case of its kind (National Bronze Case) in the history of the Bureau. SAC Pieper in March 1945 stated that he had force and aggressiveness, got along well with others and the men worked well with him with the result that he got full cooperation of those with whom he was in contact, that he was loyal without question, was constantly alert to further the Bureau's interests, was calm, deliberate and steady, was well qualified to lead raids. In addition he is qualified in the use of technical equipment, is a qualified Bureau speaker and has potential ability for further advancement.

Gleason has not received inspection training and is due for In-Service. If this recommendation is approved, I believe he should be brought to Washington for In-Service, inspection training and administrative firearms training en route to the Springfield Office.

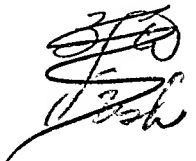
I agree
1-5
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OK.
H.



Wm. Verdes prep.
1-7-46
Wob



copy fl

JANUARY 5, 1946

SAC, MEMPHIS

RE JOSEPH A. SIZOO TRANSFER TO SPRINGFIELD CANCELLED AND HE IS
BEING TRANSFERRED TO THE SOG INSTEAD.

HOOVER

RCH:rd

67-
Sented... Recorded...
Searched... Checked...
Numbered... Filed...
10 JAN 14 1946
FEDERAL BUREAU OF INVESTIGATION

44

Office Memorandum • UNITED STATES GOVERNMENT

TO : W. R. GLAVIN

FROM : J. P. MOHR

SUBJECT: JOSEPH A. SIZOO
Special Agent
Technical Laboratory

DATE: 4-11-46

RE: REALLOCATION

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Mohr	
Mr. Carson	
Mr. Hendon	
Mr. Mumford	
Mr. Jones	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

This employee entered on duty as a Messenger at the Seat of Government on 7-10-35 and was appointed a Special Agent on 11-1-38. He was last re-allocated to Grade CAF-12 at \$4600 per annum on 11-16-41. As a result of the basic increase in pay effective 7-1-45 and two increases in salary under the provisions of the Uniform Promotion Act, effective 7-1-45 and 1-14-46 his salary was increased to \$5600 per annum in Grade CAF-12. He is being considered at this time for reallocation to Grade CAF-13 at \$6230 per annum.

On 4-5-46 Mr. Harbo rated him EXCELLENT and recommended that he be promoted to Grade CAF-13.

RECOMMENDATION: It is recommended that he be reallocated to Grade CAF-13 at \$6230 per annum to be effective 4-1-46.

67-57045-190
Searched
Numbered 21
Filed 6

3 APR 22 1946

FEDERAL BUREAU OF INVESTIGATION

JEE:llw

OK
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Jany
4-17-46
Wey/may

Best Copy Available

April 17, 1946

Mr. Joseph A. Sines
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sines:

I am indeed pleased to advise you that you have been recommended for promotion from the position of Special Agent, \$4600 per annum in Grade GS-10, to the position of Special Agent, \$5450 per annum in Grade GS-11. This promotion is being made effective July 1, 1946, due to the unavailability of funds for the remainder of the present fiscal year.

Sincerely yours,

John Edgar Hoover
Director

67-57045
SEARCHED
SERIALIZED 21
INDEXED 6
3 APR 22 1946
FEDERAL BUREAU OF INVESTIGATION

10 APR 25 1946

RECEIVED-DIRECTOR
FBI
U.S. DEPT. OF JUSTICE
APR 17 1 22 PM '46

cc: Mr. Harbo
Miss Eitel
CSC-Selective Service
Mr. Edwards - 1000 Mgr. 7-10-45
BA 11-1-45

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

JW:CM

[Handwritten signature]

APR 17 1 04 PM '46
U.S. DEPT. OF JUSTICE

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: April 5, 1946

FROM : R. T. HARBO *RTH*

SUBJECT: JOSEPH A. SIZOO
Special Agent, Chief - Document Section, Laboratory
CAF-12, \$5,600
EOD 7/10/35 Bureau -- 2/1/46 Laboratory
SIXTY-DAY REPORT

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Beahm _____
Miss Gandy _____

Attached hereto is a 60-day efficiency report on Mr. Sizoo reflecting a rating of "Excellent".

Mr. Sizoo reported to the Laboratory on February 1, 1946, and has been in charge of the Document Section since that date. He has applied himself diligently, working a substantial amount of overtime. He is aggressive in handling his duties, is alert, and has demonstrated resourcefulness. He makes a very good appearance, gets along well with employees, and has their respect. He has made much better than average progress in becoming acquainted with the functions of the Document Section and in handling his duties as head of that Section. His performance is quite satisfactory.

Attachment

RTH:AF

ADDENDUM 4/8/46:

In view of his very satisfactory performance, as Chief of the Document Section, I recommend that Mr. Sizoo be promoted to Grade CAF-13.

*Recom. for recall to CAF-13.
memo 4-11-46 [signature]*

3 APR 29 1946

67-57045-712

Searched _____
Numbered 21
Filed _____

3 APR 22 1946

FEDERAL BUREAU OF INVESTIGATION

THREE *[signature]*

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL { / }
PROBATIONAL or TRIAL PERIOD { }

As of April 5, 1940 based on performance during period from Feb. 1, 1946 to March 31, 1940

JOSEPH A. SIZOO CAF-12 Special Agent, Chief of Document Section, FBI Laboratory
(Name of employee) (Title of position, service, and grade)

Federal Bureau of Investigation, U. S. Department of Justice
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning ----- <input checked="" type="checkbox"/> All others ----- <input type="checkbox"/>
---------------------------------	---	---

- | | |
|---|---|
| ----- (1) Maintenance of equipment, tools, instruments. | ----- (21) Effectiveness in planning broad programs. |
| ----- (2) Mechanical skill. | ----- (22) Effectiveness in adapting the work program to broader or related programs. |
| ----- (3) Skill in the application of techniques and procedures. | ----- (23) Effectiveness in devising procedures. |
| ----- (4) Presentability of work (appropriateness of arrangement and appearance of work). | ----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| ----- (5) Attention to broad phases of assignments. | ----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates. |
| ----- (6) Attention to pertinent detail. | ----- (26) Effectiveness in instructing, training, and developing subordinates in the work. |
| ----- (7) Accuracy of operations. | ----- (27) Effectiveness in promoting high working morale. |
| ----- (8) Accuracy of final results. | ----- (28) Effectiveness in determining space, personnel, and equipment needs. |
| ----- (9) Accuracy of judgments or decisions. | ----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines. |
| ----- (10) Effectiveness in presenting ideas or facts. | ----- (30) Ability to make decisions. |
| ----- (11) Industry. | ----- (31) Effectiveness in delegating clearly defined authority to act. |
| ----- (12) Rate of progress on or completion of assignments. | |
| ----- (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no) | |
| ----- (14) Ability to organize his work. | |
| ----- (15) Effectiveness in meeting and dealing with others. | |
| ----- (16) Cooperativeness. | |
| ----- (17) Initiative. | |
| ----- (18) Resourcefulness. | |
| ----- (19) Dependability. | |
| ----- (20) Physical fitness for the work. | |

STATE ANY OTHER ELEMENTS CONSIDERED .

- (A) -----
----- (B) -----
----- (C) -----

STANDARD Deviations must be explained on reverse side of this form	Adjective rating	Adjective rating
Plus marks on all underlined elements, and no minus marks -----	Excellent	Rating official <u>Excellent</u>
Plus marks on at least half of the underlined elements, and no minus marks -----	Very good	
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks -----	Good	Reviewing official -----
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks -----	Fair	
Minus marks on at least half of the underlined elements -----	Unsatisfactory	

Rated by R T Harbo Inspector April 5, 1940
(Signature of rating official) (Title) (Date)

Reviewed by -----
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee ----- Report to employee -----
(Date) (Adjective rating)

Copy rlg

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

DATE: March 5, 1946

TO : Mr. Harbo

FROM : ^{54.0}Mr. Sizoo

SUBJECT: RADIO CAMERAS

The Laboratory presently has the custody of three cameras designed for concealment in empty radio cabinets. These cameras were manufactured by the Oshkosh Photo Identification System, August H. Myer, Oshkosh, Wisconsin. Two of these cameras are in good operating condition but the third is in need of repair and lacks an empty radio cabinet for disguise of the camera. When these cameras were originally purchased by the Bureau, they were used in the New York and Chicago Offices and at the Seat of Government. At present, they are not being used but it is believed that they are of potential value in certain types of investigations necessitating the use of a concealed camera. They can be successfully operated in an office with only the average office illumination present. One of these cameras was used successfully last year in the Dinco Case.

RECOMMENDATION:

It is believed that this equipment may serve some useful purpose in field investigations and it suggested that the field be apprised of the availability and possibilities of such equipment by bulletin.

It is further recommended that since the Photographic Laboratory of the Mechanical Section is charged with the responsibility of maintaining and supplying photographic equipment to the field, this equipment be transferred to that section and that the bulletin be prepared by that section after appropriate exposure tests have been made. These cameras could then be sent to the field on a temporary loan basis should this recommendation be approved.

ORIGINAL FILED IN

4 MAR 9 1946
67-101

37

ANNUAL

Form approved
Budget Bureau No. 50-R012.
Approval expires Mar. 30, 1945.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL: (X)
REGULAR (X) SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of March 31, 1946 based on performance during period from April 1, 1945 to March 31, 1946

Sizoo, Joseph A.
(Name of employee)

Special Agent, CAF-12
(Title of position, service, and grade)

Federal Bureau of Investigation - Laboratory Division, Document Section
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
<input checked="" type="checkbox"/> if adequate		
<input type="checkbox"/> if weak		
<input type="checkbox"/> if outstanding		

- | | |
|---|---|
| ----- (1) Maintenance of equipment, tools, instruments. | <input checked="" type="checkbox"/> (21) Effectiveness in planning broad programs. |
| ----- (2) Mechanical skill. | <input checked="" type="checkbox"/> (22) Effectiveness in adapting the work program to broader or related programs. |
| <input checked="" type="checkbox"/> (3) Skill in the application of techniques and procedures. | <input checked="" type="checkbox"/> (23) Effectiveness in devising procedures. |
| ----- (4) Presentability of work (appropriateness of arrangement and appearance of work). | <input checked="" type="checkbox"/> (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| <input checked="" type="checkbox"/> (5) Attention to broad phases of assignments. | <input checked="" type="checkbox"/> (25) Effectiveness in directing, reviewing, and checking the work of subordinates. |
| <input checked="" type="checkbox"/> (6) Attention to pertinent detail. | <input checked="" type="checkbox"/> (26) Effectiveness in instructing, training, and developing subordinates in the work. |
| ----- (7) Accuracy of operations. | <input checked="" type="checkbox"/> (27) Effectiveness in promoting high working morale. |
| <input checked="" type="checkbox"/> (8) Accuracy of final results. | <input checked="" type="checkbox"/> (28) Effectiveness in determining space, personnel, and equipment needs. |
| <input checked="" type="checkbox"/> (9) Accuracy of judgments or decisions. | <input checked="" type="checkbox"/> (29) Effectiveness in setting and obtaining adherence to time limits and deadlines. |
| <input checked="" type="checkbox"/> (10) Effectiveness in presenting ideas or facts. | <input checked="" type="checkbox"/> (30) Ability to make decisions. |
| <input checked="" type="checkbox"/> (11) Industry. | <input checked="" type="checkbox"/> (31) Effectiveness in delegating clearly defined authority to act. |
| <input checked="" type="checkbox"/> (12) Rate of progress on or completion of assignments. | |
| ----- (13) Amount of acceptable work produced. (Is mark based on production records? <u>NO</u>)
(Yes or no) | |
| <input checked="" type="checkbox"/> (14) Ability to organize his work. | |
| <input checked="" type="checkbox"/> (15) Effectiveness in meeting and dealing with others. | |
| <input checked="" type="checkbox"/> (16) Cooperativeness. | |
| <input checked="" type="checkbox"/> (17) Initiative. | |
| <input checked="" type="checkbox"/> (18) Resourcefulness. | |
| <input checked="" type="checkbox"/> (19) Dependability. | |
| <input checked="" type="checkbox"/> (20) Physical fitness for the work. | |

STATE ANY OTHER ELEMENTS CONSIDERED.
Capability of Assuming Additional
Responsibilities

- ☒ (A) _____
____ (B) _____
____ (C) _____

STANDARD

Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and no minus marks.
Plus marks on at least half of the underlined elements, and no minus marks.
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks.
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks.
Minus marks on at least half of the underlined elements.

Adjective rating
Excellent
Good
Fair
Unsatisfactory
Rating official
EXCELLENT
Reviewing official

Rated by R T Harbo (Signature of rating official) Inspector in Charge (Title) 4/11/46 (Date)
Reviewed by _____ (Signature of reviewing official) _____ (Title) 4-16-46 (Date)
Rating approved by efficiency rating committee _____ (Date) Report to employee _____ (Adjective rating) 65

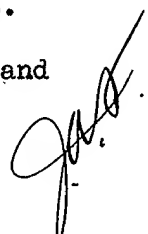
ANNUAL EFFICIENCY RATING

March 31, 1946

JOSEPH A. SIZOO, Special Agent - CAF-12
Section Supervisor, Document Section

During the rating period, Mr. Sizoo served for two months as a supervisor in the Security Division, where he was given an Excellent rating, and eight months as Assistant Special Agent in Charge at Memphis, Tennessee, where he likewise was given an Excellent efficiency rating. He has served as Chief of the Document Section of the Laboratory Division since February 1, 1946. He has applied himself diligently, working a substantial amount of overtime. He is aggressive in handling his duties, is intelligent and has demonstrated resourcefulness. He makes a very good appearance, has the respect of the employees and produces good results. He has made much better than average progress in becoming acquainted with the functions of the Document Section and in handling his present assignment.

Mr. Sizoo's performance is quite satisfactory and he is entitled to a rating of EXCELLENT.


By R. T. Harbo.

Federal Bureau of Investigation
United States Department of Justice
Memphis, Tennessee
February 9, 1946

me
~~PERSONAL AND CONFIDENTIAL~~

Director, FBI

Re: Joseph A. Sizoo,
Assistant Special Agent in Charge

Dear Sir:

In view of the above captioned Agent's transfer to the Bureau,
I am forwarding herewith the following items:

1. Personnel file
 2. Leave record card
 3. Field firearms & technical training record card
 4. Duplicate property record
- get try*

*Handled
Cure
2/20*
It should be noted that this employee has not had an opportunity
to read and initial his efficiency report.

Very truly yours,

D. B. Hostetter
D. B. HOSTETTER
Special Agent in Charge
3-10-46
James



07-
Searched.....Recorded.....
Searched...Checked...
8 FEB 18 1946
FEDERAL BUREAU OF INVESTIGATION
DSH: [initials]

Federal Bureau of Investigation
United States Department of Justice

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 28, 1946, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Dorothy T. Sizoo Address 4731 Old Dominion Drive
Relationship wife Dated Arlington, Va.

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Dorothy T. Sizoo Address 4731 Old Dominion Drive
Relationship wife Dated Arlington, Va.

ack
2/28/46
jc

Very truly yours,

Joseph A. Sizoo
Special Agent

Giles
Wing. Res.

**RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE**

NAME Joseph A. Sizoo AGE 35 YEARS, 10 MONTHS
 NATIVITY (state of birth) Minn. MARRIED, SINGLE, WIDOWED: m NUMBER OF CHILDREN 1
 FAMILY HISTORY n

HISTORY OF ILLNESS OR INJURY tonsillectomy

HEAD AND FACE n

EYES: PUPILS (size, shape, reaction to light and distance, etc.) n

DISTANT VISION RT. 20/ 20 ; corrected to 20/

LT. 20/ 20 , corrected to 20/

COLOR PERCEPTION n

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS n

EARS: HEARING RT. WHISPERED VOICE /15' CONVERSATIONAL SPEECH /15'

LT. WHISPERED VOICE /15' CONVERSATIONAL SPEECH /15'

DISEASE OR DEFECTS n

NOSE dev. sept. + 1/2 obst. rt. side NL

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES n

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS n

TEETH AND GUMS (disease or anatomical defect): 193

MISSING TEETH 1, 17, 19, 32

NONVITAL TEETH 31

PERIAPICAL DISEASE n

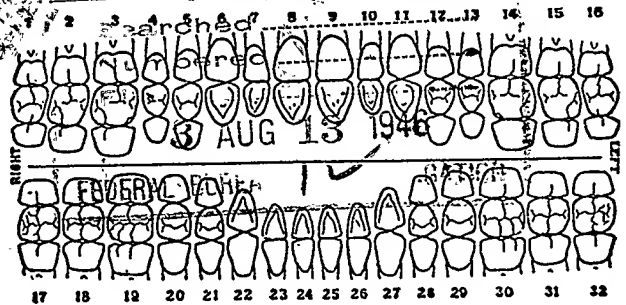
MARKED MALOCCLUSION n

PYORRHEA ALVEOLARIS n

TEETH REPLACED BY BRIDGES n

DENTURES n

REMARKS n



C. M. Fraleigh

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE robust

TEMPERATURE 68 CHEST AT EXPIRATION 35

HEIGHT 68 CHEST AT INSPIRATION 38

WEIGHT 152 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 32 1/2

RECENT GAIN OR LOSS, AMOUNT AND CAUSE n

SKIN, HAIR, AND GLANDS n

NECK (abnormalities, thyroid gland, trachea, larynx) n

SPINE AND EXTREMITIES (bones, joints, muscles, feet) n

THORAX (size, shape, movement, rib cage, mediastinum) n
 RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. n
 CARDIO-VASCULAR SYSTEM n
 HEART (note all signs of cardiac involvement) n
 PULSE: BEFORE EXERCISE 65 BLOOD PRESSURE: SYSTOLIC 115
 AFTER EXERCISE 82 DIASTOLIC 60
 THREE MINUTES AFTER 65
 CONDITION OF ARTERIES n CHARACTER OF PULSE SR
 CONDITION OF VEINS n HEMORRHOIDS n
 ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) n
 GENITO-URINARY SYSTEM n
 URINALYSIS: SP. GR. 1.030 ALB. n SUGAR n MICROSCOPICAL n
 VENEREAL DISEASE n
 NERVOUS SYSTEM n
 (organic or functional disorders)
 ROMBERG n INCOORDINATION (gait, speech) n
 REFLEXES, SUPERFICIAL n DEEP (knee, ankle, elbow) n TREMORS n
 SEROLOGICAL TESTS n BLOOD TYPE O
 ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) tetanus
typhus
 SMALLPOX VACCINATION: DATE OF LAST VACCINATION _____
 TYPHOID PROPHYLAXIS: NUMBER OF COURSES _____
 DATE OF LAST COURSE _____
 REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE _____
 SUMMARY OF DEFECTS dev. nasal sept. to rt. with partial obstruction N.L.
 CAPABLE OF PERFORMING DUTIES INVOLVING full PHYSICAL EXERTION
 IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
 WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes or no)
 (when no is given state cause) _____
 FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) _____
Fit for full duty
Robert T. Miller
 DATE OF EXAMINATION 7-15-46

DEFERRED PERSONNEL DATA

1. Name of Employer. Federal Bureau of Investigation.
2. Registrant's Name. J. A. SIZOO
3. Age. 32
4. Address. Washington headquarters
5. Marital Status; if married, give date. Married 1936
Number of children. Number of other dependents.
6. Title of Position. Special Agent
7. Date of Appointment. 7-10-35
8. Vocation or type of work for past five years. Lawyer
9. Brief background which qualifies registrant for present duties.
(See attachment)
10. Annual Salary - as of date of deferment. CAF 12
11. Original Draft Classification. 3A Changed to. 2A Date. 2-2-43
12. Local Board Number and Location. #255, Jackson Heights, New York
13. Order Number. 2122
14. By whom was deferment requested? John Edgar Hoover, Director
Federal Bureau of Investigation.
15. Reason given for deferment; if indispensability claimed. Why?
(See attachment)
16. Length of deferment. 8-1-43
17. How many renewals of deferment. None Dates.
18. What attempts at replacement have been made. (See attachment)

Address: H. Ralph Burton, General Counsel, #519 Old House Office Building

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *PH*FROM : Mr. J. A. Sizoo *JAS*

SUBJECT:

DATE: November 1, 1946

This is to advise that a baby daughter was born this morning to Dorothy T. Sizoo, the wife of J. A. Sizoo, an employee of this Bureau. The mother and daughter are doing fine. Mrs. Sizoo is at Columbia Hospital

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Mohr	
Mr. Carson	
Mr. Hendon	
Mr. Mumford	
Mr. Jones	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Beahm	
Miss Gandy	

GWD:JC

RECORDED
DEC 4 1946

Searched *A*Numbered *A*

Filed

1 NOV 12 1946

FEDERAL B.

File ✓
list ✓
leban ✓
seab ✓
11-6-46
af

November 6, 1946

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

The arrival of your
little daughter is certainly
good news, and I want to con-
vey to you and Mrs. Sizoo my
sincere congratulations.

May I also wish for
your baby much in the way of
happiness and good health for
the future.

Sincerely,

J. Edgar Hoover

CC: Mr. Harbo

67-57045:

el

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

RECEIVED DIRECTOR
U.S. DEPT. OF JUSTICE
NOV 7 9 37 AM '46

NOV 6 4 52 PM '46

June 13, 1946

MEMORANDUM FOR MR. HARBO

Re: Suggestions

In accordance with the Director's request of June 4, 1946, that suggestions from employees be submitted prior to June 15, 1946, there is set forth in this memorandum the suggestion recently advanced by examiner George F. Mesnig.

As you know, the present policy in the Laboratory is not to include the name of the examiner in outgoing Laboratory reports unless it is specifically requested. While examiner Mesnig has been testifying in the field Bureau Agents and U. S. Attorneys have made inquiries as to why the Laboratory does not furnish the name of the examiner in their Laboratory reports. It is realized that under the previous three examiner system it was not always desirable to furnish the examiner's name. However, now that the one examiner system is in operation it might be desirable to consider a change.

Some of the arguments advanced for the inclusion of the examiner's name in Laboratory reports are as follows:

1. When a summary report is prepared by Agents in the field all witnesses are identified by name with the exception of the Laboratory examiner.
2. The U. S. Attorney would like to know the examiner's name in order that he could issue a subpoena for the examiner.
3. If the name of the examiner were furnished it would save needless corresponding back and forth concerning the examiner's name.
4. In cases involving capital punishment and in some other types of cases in certain jurisdictions the prosecutor has to furnish the defendant with a list of all witnesses several days prior to the trial. This is often not possible since the examiner's name is not known to the prosecutor.

RECOMMENDATION: It is recommended that consideration be given to the adoption of either of the following suggestions: (1) Make the name of the Laboratory examiner a part of every Laboratory report in the same manner that the Agent's name is made a part of each investigative report in the field; or (2) furnish the name of the examiner in the body of the report only in cases involving an identification or where the facts indicate that the testimony of an expert may be needed.

Respectfully,

J. A. Sizoo

CFM:ksl

August 12, 1946

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on July 15, 1946.

This report reflects that you have no physical defects.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

J. E. Hoover
John Edgar Hoover
Director

COMMUNICATIONS SECTION
cc: Mr. Harbo
AUG 14 1946
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

67-NOT RECORDED 3
[Signature]

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Coffey _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Hendon _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

NPC:lih
[Signature]

March 31, 1947

RE: JOSEPH A. SIZOO
Special Agent, CAF-13

During the entire rating period, Mr. Sizoo has served as Chief of the Document Section of the Laboratory, a position which he has occupied since February, 1946. During the past year he has shown unusually good progress in mastering the details of the operation of the Document Section. He is well liked and respected by the employees and the morale in the Section is high. Under his administration, several projects for the streamlining of operations have been developed and completed with the result that the same volume of work is being handled with fewer personnel.

Mr. Sizoo makes an excellent appearance and is an approved Bureau speaker. He combines good judgment, enthusiasm and a friendly personality. He is aggressive in handling his duties and has done an outstanding piece of work in supervising Document Section activities.

Rating - EXCELLENT.

3 APR 29 1947

67-57100-195

Searched
Numbered
Filed
3 APR 28 1947	
FEDERAL BUREAU OF INVESTIGATION	

ANNUAL
REPORT OF
EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL: REGULAR (✓) SPECIAL ()
PROBATIONAL ()

As of March 31, 1947 based on performance during period from April 1, 1946 to March 31, 1947

Joseph A. Sizoo

(Name of employee)

Special Agent, CAF-13

(Title of position, service, and grade)

(Section Supervisor)

Federal Bureau of Investigation - FBI Laboratory - Document Section

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	---

- (1) Maintenance of equipment, tools, instruments.
----- (2) Mechanical skill.
+ (3) Skill in the application of techniques and procedures.
----- (4) Presentability of work (appropriateness of arrangement and appearance of work).
+ (5) Attention to broad phases of assignments.
+ (6) Attention to pertinent detail.
----- (7) Accuracy of operations.
+ (8) Accuracy of final results.
+ (9) Accuracy of judgments or decisions.
+ (10) Effectiveness in presenting ideas or facts.
+ (11) Industry.
+ (12) Rate of progress on or completion of assignments.
+ (13) Amount of acceptable work produced. (Is mark based on production records? No)
+ (14) Ability to organize his work.
+ (15) Effectiveness in meeting and dealing with others.
+ (16) Cooperativeness.
+ (17) Initiative.
+ (18) Resourcefulness.
+ (19) Dependability.
+ (20) Physical fitness for the work.

- + (21) Effectiveness in planning broad programs.
+ (22) Effectiveness in adapting the work program to broader or related programs.
+ (23) Effectiveness in devising procedures.
+ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
+ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
+ (26) Effectiveness in instructing, training, and developing subordinates in the work.
+ (27) Effectiveness in promoting high working morale.
+ (28) Effectiveness in determining space, personnel, and equipment needs.
+ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
+ (30) Ability to make decisions.
+ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- + (A) Capability of assuming additional responsibilities
----- (B) -----
----- (C) -----

STANDARD Deviations must be explained on reverse side of this form	Plus marks on all underlined elements, and check marks or better on all other elements rated.	Adjective Rating	Rating official <u>EXCELLENT</u> Reviewing official <u>3ury/PEE/ET</u>
	Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Excellent ✓	
	Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Very Good	
	Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Good	
	Minus marks on at least half of the underlined elements.	Fair	
		Unsatisfactory	

Rated by R. T. Harbo
(Signature of rating official)

Inspector
(Title)

March 31, 1947
(Date)

Reviewed by _____
(Signature of reviewing official)

(Title)

(Date)

Rating approved by efficiency rating committee _____
(Date)

Report to employee _____
(Adjective rating)

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT

Dept. of Justice
(Dept. or Estab.)

Federal Bureau of Investigation
(Bureau or Office)

Washington, D.C.
(Place of Employment)

I, Joseph A. Sizoo, do hereby swear (or affirm) that I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not while a Government employee become a member of such an organization.

Joseph A. Sizoo
(Signature of employee or appointee)

Subscribed and sworn to before me this 12th day of July, 1946
at Washington, State of DC

Wm. E. Jackson
(Signature of Officer)

Notary Public
(Title)

[SEAL]

(Not needed where none available)

NOTE: Any officer or employee of a department or establishment who is designated in writing by the head thereof to administer oaths in connection with employment as required by law is authorized to administer the affidavit required incidental to the foregoing and such affidavit must be administered without charge or fee and has the same force and effect as affidavits administered by officers having seals.

STATUTORY PENALTY CLAUSE: "Any person who engages in a strike against the Government of the United States, or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States ***and accepts employment the salary or wages for which are paid from any appropriation contained in this Act shall be guilty of a felony and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than one year, or both: Provided further, that the above penalty clause shall be in addition to, and not in substitution for, any other provision of existing law."

FILE

NOT RECORDED

WRG

0 JAN 30 1947 FEB

DEPARTMENT OF JUSTICE

WASHINGTON 25, D. C.

July 2, 1946.

CIRCULAR NO. 3959

TO ALL EMPLOYEES:

Subject: Affidavit regarding membership in organizations which assert the right to strike against the Government.

Appropriation bills for the fiscal year 1947 provide that no part of the appropriation shall be used to pay the salary or wages of any person who engages in a strike against the Government of the United States or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States. It is provided that for the purpose of this legislation an affidavit shall be considered prima facie evidence that the person making the affidavit has not contrary to the provisions of this law engaged in a strike against the Government of the United States and is not a member of an organization of Government employees that asserts the right to strike against the Government of the United States.

All employees must execute the affidavit on the other side of this circular. When you have signed the affidavit it should be returned promptly to your immediate supervisor who will forward it through regular channels (for noting against payroll records) to the Administrative Assistant to the Attorney General.

Certifying Officers shall not release salary checks until this affidavit has been prepared and forwarded.



S. A. ANDRETTA
Administrative Assistant
to the Attorney General

Federal Bureau of Investigation
United States Department of Justice
202 U. S. Court House
El Paso, Texas
May 21, 1947

Director, FBI

Re: JOSEPH A. SIZOO
Chief, Document Section
FBI Laboratory

Dear Sir:

I thought the Bureau would be interested in having benefit of comments made by the various Agents in Charge attending the joint convention of the Texas Police Association and the Texas Sheriffs Association held in this city May 13-15, 1947, at which time Mr. SIZOO spoke on the subject of "The National Fraudulent Check File - How It Operates."

It was the consensus of Bureau representatives who heard Mr. SIZOO that his lecture clearly indicated careful and thorough preparation of his subject material. He laid a very logical foundation for his remarks and clearly demonstrated the advantages accruing to all law enforcement agencies by contributing to the Bureau's National Fraudulent Check File.

His remarks concerning the Bureau's facilities and the services being rendered to local law enforcement agencies were colorful, interesting, and well-illustrated by actual cases.

An unusually favorable impression was created upon his listeners by the charts which Mr. SIZOO exhibited and discussed during the course of his lecture. It was felt that these were particularly effective in that they involved in every instance check passers who have operated in the State of Texas. In addition, these charts clearly demonstrated all of the facilities which the Bureau is able to render in the various types of cases of this kind.

There were numerous favorable comments expressed by the officers in attendance following the conclusion of Mr. SIZOO's talk. Certainly, there was no question but that he very capably represented the Bureau on this occasion.

Very truly yours,
JUN 6 1947
FEDERAL BUREAU OF INVESTIGATION

R. C. SURAN
Special Agent in Charge

Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Carson	✓
Mr. Egan	✓
Mr. Gurnea	✓
Mr. Harbo	✓
Mr. Mohr	✓
Mr. Pennington	✓
Mr. Quinn Tamm	✓
Mr. Nease	✓
Miss Gandy	✓



hoh:ush

5/29/47
Mr. Harbo
Placed file in
document section
June 3 1947
Mr. [unclear]
10/2/47

2-100
10/2/47

June 3, 1947

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Sizoo:

My attention has been called to the very favorable comments received concerning the excellent manner in which you lectured at the recent convention of the Texas Police Association and the Texas Sheriffs Association.

It is most gratifying to receive reports of a commendable nature and it is with a great deal of pleasure that I express to you my appreciation and commendation for your work in this instance.

Sincerely,

DBC:lrh
cc: Mr. Harbo

67-197

Searched	INDEXED
Numbered	FILED
4 JUN 6 1947	
FEDERAL BUREAU OF INVESTIGATION	

Handwritten: *Ref*

RECEIVED SECTION
JUN 3 1947 P.M.

Handwritten: *lrb*

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. CLEGG

DATE

November 25, 1947

FROM : M. E. GURNEA

SUBJECT: J. A. SIZOO

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Beahm	
Miss Gandy	

Mr. Sizoo assisted me during the inspection of the New York Office, and I noted that he accepted his assignments with vigor and with a minimum of instruction. Due to the fact that he was at one time assigned to the New York Office, he was able to proceed with more speed than some of the other men. He is thorough, a stickler for detail, and each of his projects was handled very satisfactorily. He is thoroughly qualified to assist during any inspection.

MEG:elk

11 DEC 15 1947

67- 57045-198
Searched
Numbered
Filed
5 DEC 6 1947
FEDERAL BUREAU OF INVESTIGATION

FIELD FIREARMS AND SCIENTIFIC TRAINING RECORD

FD-39
(1-1-45)

OF SPECIAL AGENT

Joseph A. Sizoo

OFFICE	MO YR	H. S.	P. P. C.	S. G.	.30	M. G.	GAS	MO. PIST. PRACTICE	F. P.	LAT.	S. G. C.	G. M.	R. & P.	M. P. C.	M. P. P.	REC.	PHO. REC.	F. M. RADIO	DET.	P. M.	R. D.	EST. EFF.
NIF-5	10/48																					
	11/48																					
	5/48																					
	7/48	100	91		91																	
	4/48	98	92		85																	
	8/48	100	91		89	100																
	9/48	98	95	90		95																
	2/47																					
	4/47			100	91	93																
	5/47	96	47		90																	
	6/47	98	90	100		100																

41 APR 5 1947
67 NOT RECORDED

2- [Signature]



United States Department of Justice
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 15, 1947, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship Wife Dated July 10, 1947.

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship wife Dated July 10, 1947.

Very truly yours,

3
JMS
Joseph A. Sizoo
Special Agent

ack
7-14-47
MS

9 JUL 15 1947

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin ✓
 FROM : H. L. Edwards
 SUBJECT: Joseph A. Sizoo
 Special Agent
 Technical Laboratory

DATE: 12-12-47

RE: UPA PROMOTION

Mr. Tolson
 Mr. E. A. Tamm
 Mr. Clegg
 Mr. Glavin ✓
 Mr. Ladd
 Mr. Nichols
 Mr. Rosen
 Mr. Tracy
 Mr. Carson
 Mr. Egan
 Mr. Gurnea
 Mr. Harbo
 Mr. Hendon
 Mr. Pennington
 Mr. Quinn Tamm
 Tele. Room
 Mr. Nease
 Miss Holmes
 Miss Gandy

This employee entered on duty as a Messenger on 7-10-35, was appointed a Special Agent on 11-1-38, and was reallocated to Grade CAF-13, \$7102.20 per annum on 7-1-46 which is his present salary. He is eligible for a promotion under the provisions of the Uniform Promotion Act effective 1-11-48.

On 3-31-47, he was rated EXCELLENT by Mr. Harbo who said he had served as Chief of the Document Section of the Laboratory, he had shown unusually good progress in mastering the details of the operation of the Document Section, his administration of the section had brought about several projects for the streamlining of operations with the result that the same volume of work was being handled with fewer personnel, he made an excellent appearance, was an approved Bureau speaker, and he was aggressive.

By letter dated 6-3-47, he was commended for the excellent manner in which he lectured at the convention of the Texas Police Association and the Texas Sheriffs Association.

RECOMMENDATION: It is recommended that he be afforded a \$239.40 increase under the provisions of the Uniform Promotion Act to \$7341.60 per annum effective 1-11-48.

JEE:ese

FEDERAL BUREAU OF INVESTIGATION

**U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

WASHINGTON 25, D. C.

[Handwritten Signature]

Nature
of Action

MR. JOSEPH A. SIZOO
MR. Joseph A. Sizoo
PERMANENT PAY INCREASE

Date	January 20, 1947
Personnel Action Number	F.B.I. - 9108
Legal Authority	9108

Effective : January 11, 1947

	FROM	TO
Position	Special Agent	
Grade	GS-13	GS-13
Salary	\$7142.00	\$7142.00
Division and Section		
Headquarters		
Appropriations	S & E, F.B.I.	S & E, F.B.I.
Departmental or Field	<input type="checkbox"/> Dept.	<input type="checkbox"/> Field

NATURE OF POSITION		
a. VICE	b. ADDITIONAL IDENTICAL	c. NEW
P. C. NO.	P. C. NO.	P. C. NO.
	Date of Birth	Date of Oath

REMARKS

From salary \$6,000. From \$6,000 to \$7,142.00 as provided 5/1/46. From \$7,142.00 to \$7,142.00 as provided 7/1/46. \$7,142.00 as provided 7/1/46.

[Handwritten Signature]

[Handwritten Signature]

[Large Handwritten Signature]

Prepared by: *eb*
Checked by: *JE*
Filed by:

December 20, 1947

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$7102.20 per annum to \$7341.60 per annum in Grade GS-13, effective January 11, 1948.

Sincerely yours,

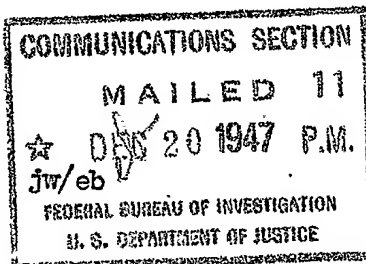
John Edgar Hoover
Director

57045-200
Searched _____
Numbered 55
Filed 84
DEC 22 1947
FEDERAL BUREAU OF INVESTIGATION

cc - Mr. Harbo
Mr. J. E. Edwards
Movement Section

RECEIVED
FBI
DEC 22 1947

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____



April 1, 1948

0
RE: JOSEPH A. SIZOO
Special Agent CAF-13

During the entire rating period Mr. Sizoo has served as Chief of the Document Section of the Laboratory. He makes a very good appearance and possesses a friendly personality. He gets along well with the personnel of his section; is liked and respected by them. The work of the Document Section has been handled very capably under Mr. Sizoo's supervision. He is a qualified Bureau speaker and is a creditable Bureau representative not only among law enforcement officers but with the general public. He is a capable Bureau administrator with considerable field experience. This enables him to furnish the type of supervision which causes the individual examiners to constantly keep in mind the problem of the field Agents when examinations and reports thereon are made and submitted to the field.

Mr. Sizoo is enthusiastic and energetic and has continued doing a very fine job in handling the Document Section. Rating - Excellent.

8 APR 22 1948
R. T. Harbo
RECORDED

57045-20/
55
57
6 APR 20 1948
FEDERAL BUREAU OF INVESTIGATION

[Handwritten signature]

ANNUAL
REPORT OF
EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of March 31, 1948 based on performance during period from April 1, 1947 to March 31, 1948

Joseph A. Sizoo Special Agent CAF-13 (Section Chief)
(Name of employee) (Title of position, service, and grade)

Federal Bureau of Investigation - Division VII - Document Section
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	---

- | | |
|---|---|
| <p><u>+</u> (1) Maintenance of equipment, tools, instruments.</p> <p><u>+</u> (2) Mechanical skill.</p> <p><u>+</u> (3) Skill in the application of techniques and procedures.</p> <p><u>+</u> (4) Presentability of work (appropriateness of arrangement and appearance of work).</p> <p><u>+</u> (5) Attention to broad phases of assignments.</p> <p><u>+</u> (6) Attention to pertinent detail.</p> <p><u>+</u> (7) Accuracy of operations.</p> <p><u>+</u> (8) Accuracy of final results.</p> <p><u>+</u> (9) Accuracy of judgments or decisions.</p> <p><u>+</u> (10) Effectiveness in presenting ideas or facts.</p> <p><u>+</u> (11) Industry.</p> <p><u>+</u> (12) Rate of progress on or completion of assignments.</p> <p><u>+</u> (13) Amount of acceptable work produced. (Is mark based on production records? <u>Yes</u>)</p> <p><u>+</u> (14) Ability to organize his work.</p> <p><u>+</u> (15) Effectiveness in meeting and dealing with others.</p> <p><u>+</u> (16) Cooperativeness.</p> <p><u>+</u> (17) Initiative.</p> <p><u>+</u> (18) Resourcefulness.</p> <p><u>+</u> (19) Dependability.</p> <p><u>+</u> (20) Physical fitness for the work.</p> | <p><u>+</u> (21) Effectiveness in planning broad programs.</p> <p><u>+</u> (22) Effectiveness in adapting the work program to broader or related programs.</p> <p><u>+</u> (23) Effectiveness in devising procedures.</p> <p><u>+</u> (24) Effectiveness in laying out work and establishing standards of performance for subordinates.</p> <p><u>+</u> (25) Effectiveness in directing, reviewing, and checking the work of subordinates.</p> <p><u>+</u> (26) Effectiveness in instructing, training, and developing subordinates in the work.</p> <p><u>+</u> (27) Effectiveness in promoting high working morale.</p> <p><u>+</u> (28) Effectiveness in determining space, personnel, and equipment needs.</p> <p><u>+</u> (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.</p> <p><u>+</u> (30) Ability to make decisions.</p> <p><u>+</u> (31) Effectiveness in delegating clearly defined authority to act.</p> |
|---|---|

STATE ANY OTHER ELEMENTS CONSIDERED

- + (A) Capability for Additional Responsibility
- _____ (B) _____
- _____ (C) _____

STANDARD Deviations must be explained on reverse side of this form	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated.	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Fair
Minus marks on at least half of the underlined elements.	Unsatisfactory

Rated by R T Harbo Assistant Director April 1, 1948
(Signature of rating official) (Title) (Date)

Reviewed by [Signature] 4-14-48
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)



United States Department of Justice
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE No. _____
Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir: .

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 15, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK --~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs. Dorothy T. Sizoo Address 4731 Old Dominion Drive, Arlington, Va.
Relationship Wife Dated February 10, 1948.

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Dorothy T. Sizoo Address 4731 Old Dominion Drive, Arlington, Va.
Relationship Wife Dated Feb. 10, 1948.

Very truly yours,

*ack
2/12/48
C: Z...*

Joseph A. Sizoo
Special Agent

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : MR. R. T. HARBO

DATE: 1/20/48

FROM : J. A. SUZCO

SUBJECT: AGENTS' TRAINING IN MAKING PLASTER CASTS.

It has come to my attention that many of the Bureau Agents do not have occasion to make any plaster casts over long periods of time and that many agents have made no casts since they completed New Agents School. Under these circumstances, agents cannot be expected to remain proficient at this work and casts which are submitted to the Laboratory by our own field offices indicate that they are not proficient.

It is suggested that since this is the type of thing which could be considered in field office technical conferences, consideration be given to practical instruction along these lines at such future conferences.

RECOMMENDATION:

It is recommended that this memorandum be referred to the Training Division for consideration.

FEH:APC

JAN 20 1948

OFFICE OF THE ATTORNEY GENERAL
U. S. DEPARTMENT OF JUSTICE

ORIGINAL FILED IN 100-361081-10

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME SIZOO, Joseph A. AGE 38 YEARS, _____ MONTHS
NATIVITY (state of birth) Minn. MARRIED, SINGLE, WIDOWED: _____ NUMBER OF CHILDREN 2
FAMILY HISTORY Mother- living & well. Father deceased (stomach ulcers). 3 brothers
living & well. 1 sister deceased at age 13 (pneumonia & infection)

HISTORY OF ILLNESS OR INJURY Usual childhood diseases. Tonsilectomy 1934. Good present health.

HEAD AND FACE Normal

EYES: PUPILS (size, shape, reaction to light and distance, etc.) Normal

DISTANT VISION RT. 20/ 20, corrected to 20/

LT. 20/ 20, corrected to 20/

COLOR PERCEPTION Normal AOC

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS None

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

DISEASE OR DEFECTS None

NOSE Deviation nasal septum to right. No obstruction

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES Normal

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Tonsils surg. absent.

TEETH AND GUMS (disease or anatomical defect): Normal

MISSING TEETH # 1-16-17-19-32

NONVITAL TEETH None

PERIAPICAL DISEASE None

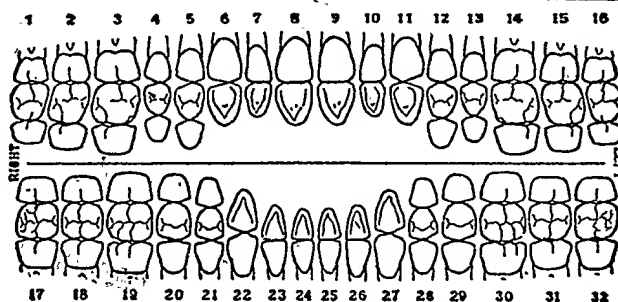
MARKED MALOCCLUSION None

PYORRHEA ALVEOLARIS None

TEETH REPLACED BY BRIDGES None

DENTURES None

REMARKS



E.G.F. Pollard Cdr. (DCO USN)

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE Medium

TEMPERATURE _____ CHEST AT EXPIRATION 34 1/2

HEIGHT 67 1/2 CHEST AT INSPIRATION 36 1/2

WEIGHT 154 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 32 1/2

RECENT GAIN OR LOSS, AMOUNT AND CAUSE None

SKIN, HAIR, AND GLANDS Normal

NECK (abnormalities, thyroid gland, trachea, larynx) Normal

SPINE AND EXTREMITIES (bones, joints, muscles, feet) Normal

Handwritten signature and date: 9/10/34

Handwritten signature and date: 9/10/34

THORAX (size, shape, movement, rib cage, mediastinum) Normal
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. Normal

Chest X-ray Neg.
CARDIO-VASCULAR SYSTEM Normal

HEART (note all signs of cardiac involvement) Normal

E.C.G. within normal limits.

PULSE: BEFORE EXERCISE 64 BLOOD PRESSURE: SYSTOLIC 118
AFTER EXERCISE 96 DIASTOLIC 78
THREE MINUTES AFTER 66

CONDITION OF ARTERIES Elastic CHARACTER OF PULSE Reg.

CONDITION OF VEINS Normal HEMORRHOIDS None

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) Normal

GENITO-URINARY SYSTEM Normal

URINALYSIS: SP. GR. 1.025 ALB. Neg. SUGAR Neg. MICROSCOPICAL Neg

VENEREAL DISEASE

NERVOUS SYSTEM Normal

(organic or functional disorders)

ROMBERG Neg. INCOORDINATION (gait, speech) None

REFLEXES, SUPERFICIAL Present DEEP (knee, ankle, elbow) Normal TREMORS None

SEROLOGICAL TESTS Kahn Neg. BLOOD TYPE O Rh Pos.

ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries)

None apparent .

SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1948

TYPHOID PROPHYLAXIS: NUMBER OF COURSES

DATE OF LAST COURSE None

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE

SUMMARY OF DEFECTS Deviated nasal septum.

CAPABLE OF PERFORMING DUTIES INVOLVING Arduous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes. (yes or no)
(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)

No recommendations

A.J. White

Capt. (MC) USN Ret.

DATE OF EXAMINATION 9/7/48

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of March 31, 1949 based on performance during period from April 1, 1948 to March 31, 1949

Joseph A. Sizoo
(Name of employee)

Special Agent, CAF-13 (Section Chief)
(Title of position, service, and grade)

Federal Bureau of Investigation - Division VII - Document Section
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	---

- + (1) Maintenance of equipment, tools, instruments.
+ (2) Mechanical skill.
+ (3) Skill in the application of techniques and procedures.
+ (4) Presentability of work (appropriateness of arrangement and appearance of work).
+ (5) Attention to broad phases of assignments.
+ (6) Attention to pertinent detail.
+ (7) Accuracy of operations.
+ (8) Accuracy of final results.
+ (9) Accuracy of judgments or decisions.
+ (10) Effectiveness in presenting ideas or facts.
+ (11) Industry.
+ (12) Rate of progress on or completion of assignments.
+ (13) Amount of acceptable work produced. (Is mark based on production records? no) (Yes or no)
+ (14) Ability to organize his work.
+ (15) Effectiveness in meeting and dealing with others.
+ (16) Cooperativeness.
+ (17) Initiative.
+ (18) Resourcefulness.
+ (19) Dependability.
+ (20) Physical fitness for the work.

- + (21) Effectiveness in planning broad programs.
+ (22) Effectiveness in adapting the work program to broader or related programs.
+ (23) Effectiveness in devising procedures.
+ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
+ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
+ (26) Effectiveness in instructing, training, and developing subordinates in the work.
+ (27) Effectiveness in promoting high working morale.
+ (28) Effectiveness in determining space, personnel, and equipment needs.
+ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
+ (30) Ability to make decisions.
+ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- + (A) Capability for Additional Responsibility
____ (B) _____
____ (C) _____

STANDARD
Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and check marks or better on all other elements rated
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance
Minus marks on at least half of the underlined elements

Adjective Rating
Excellent
Very Good
Good
Fair
Unsatisfactory

Adjective Rating
Rating official Excellent
Reviewing official _____

Rated by R T Harbo
(Signature of rating official)

Assistant Director
(Title)

April 15, 1949
(Date)

Reviewed by _____
(Signature of reviewing official)

Assistant Director
(Title)

4-27-49
(Date)

Rating approved by efficiency rating committee _____
(Date)

Report to employee _____
(Adjective rating)

April, 1949

JOSEPH A. SIZOO:

During the entire rating period, Mr. Sizoo has continued to serve as Chief of the Document Section of the Laboratory. With a reduced personnel, this Section has, during the past 12 months, handled an increased volume of work, including many examinations in Loyalty cases which are all given expedite attention, as well as many other expedite matters. This Section has handled an unusually large volume of document examinations in the Hiss-Chambers case and also in the Judith Coplon case, with very satisfactory results. The administration of the Document Section under Mr. Sizoo has continued to be of a very high order. He maintains a good liaison with the General Investigative Division and the Security Investigative Division, which Divisions are directly concerned with the results of the examinations in many of the cases handled.

Mr. Sizoo is well liked by the personnel of his section. He is a qualified ~~Laboratory~~ and Bureau speaker. Generally, his performance during the rating period has been very satisfactory.

Status: EXCELLENT



JOSEPH A. SIZOO

- Special Agent
Section Chief - Document Section

EOD: July 10, 1935

SALARY: \$7,671.60

OFFICE PREFERENCE:

MR. HARBO:

Mr. Sizoo has been Chief of the Document Section since early in 1946. He is intelligent and alert and has a good knowledge of the technical problems involved in document examinations. He possesses an even disposition, a very friendly manner and has done a first-class job in handling the personnel of the Document Section. He displays much enthusiasm, is liked and respected by the personnel of the Section. The Document Section is the largest in the Laboratory and handles the largest volume of cases. Mr. Sizoo has displayed good judgment and his administration of the Document Section has been very commendable. He is a qualified Bureau speaker and Inspection aide.

Status: Excellent.

MR. CLEGG:

Mr. Sizoo is above average in judgment and ability, in my opinion. He has good ability to analyze facts and was spoken of most favorably by his subordinates. They consider him to be competent and one of the technicians advised that Mr. Sizoo was the best qualified man who had served as Chief of the Document Section.

Although he is somewhat short of stature, Mr. Sizoo is impressive, has a keen intellect and, I believe, a great deal of administrative ability.

Inspection Report
Document Section
Technical Laboratory
March, 1949
H. H. Clegg

3 AUG 10 1949
67-1091-123456789

[Handwritten signature]
[Handwritten initials]

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OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : W. R. GLAVIN

DATE: 11/22/48

FROM : H. L. EDWARDS

SUBJECT: CLASSIFICATION AND
LABORATORY POSITIONS

Joseph P. ...

There are attached for approval and transmittal a memorandum to the Department and classification sheets for 5 technical positions in the Laboratory as listed in the cover memorandum. In order that you may know the action proposed in the attached descriptions, I am including a summary herein.

RADIO AND ELECTRICAL SECTION:

You will recall that the Laboratory recently submitted memoranda recommending the reallocation of Mr. I. W. Conrad from his present P-6 (equivalent of CAF-13) position as Head of the Radio and Electrical Section to P-7 (equivalent of CAF-14) as Head of the same Section. In the event this were approved, it was also recommended that the Radio Unit of this Section be headed by a Supervisor in P-6 and the same for the Electrical and Sound Unit. You will recall that about two years ago the Bureau secured Civil Service Commission approval for the creation of two P-6 positions, one to head the Radio Engineering Unit & the other to head the Sound Unit, it being proposed to place Mr. Conrad in charge of the Radio Unit and Mr. Pfaffman in charge of the Sound Unit. This action was never taken and the Bureau requested the cancellation of these two positions as a result of disciplinary action involving Mr. Pfaffman and consequently the status of the Section remained as theretofore with only one P-6 position in it.

Because of the increased responsibilities of the Section and the increased experience of the incumbents, it has been found necessary in the best interests of the efficient administration of the Laboratory to have the two Units directly administered separately by Special Agent Supervisors R. L. Lillen and R. F. Pfaffman and Mr. Conrad's time is taken up with the supervision and coordination of these two Units as a Section.

You will also recall that when the Laboratory Memorandum recommending these three aforementioned reallocations was sent through recently the Bureau would not approve reallocating these men on the field rolls but had no objection to the positions being audited by the Civil Service Commission with a view to determining whether such reallocations were warranted on the Seat of Government rolls.

This audit has been made on an informal basis by the Commission and we are now submitting the three formal job sheets requesting the establishment of these three positions. If approved, it is contemplated that Mr. Conrad will be placed in the P-7 position, R. L.

_____ in P-6 as Head of the Radio Unit, and _____ in P-6 as Head of the Sound Unit

PHYSICS AND CHEMISTRY SECTION:

The Laboratory recommended in a Memorandum the T. F. Baughman, Chief of the Physics and Chemistry Section now in the field rolls in grade P-6(CAF-13), be reallocated to grade CAF-14 and that T. D. Beach, the Number one man in the section, be reallocated to grade P-6 (CAF-13). No action was taken by the Bureau to approve these reallocations on the field rolls, it being decided that the appropriate action would be to have the Civil Service Commission audit the positions, if the Laboratory desired, with a view to having them reallocated on the List of Government rolls.

The Laboratory feels that at the present time it would be advisable only to have the technical position in the Physics and Chemistry Section looked into and not to take any action to have the Commission audit the administrative position occupied by Mr. Baughman. The Commission representative has already conducted an informal audit of the Technical Advisory Chemist position with a view to establishing it a P-6. There is consequently attached a formal proposed job description requesting the establishment of the position of Special Agent (Advisory Chemist) in P-6. This position is so written as to be susceptible of a total of four incumbents although at the present time only T. J. Beach has been recommended. From discussions with the Laboratory, information has been secured to the effect that Special Agent J. M. Magee will soon be ready to be recommended as an additional incumbent of this position. This will leave the 3rd and 4th vacancies for future expansion. The matter of limited expansion of this position if approved is to be subject to additional identicals where the work load and personnel would justify the same.

The Laboratory also advises that no internal problem will be created because of Mr. Baughman's position.

DOCUMENT SECTION:

The Laboratory in its Memorandum recommends the reallocation of Mr. Joseph Sizoo, Chief of the Section, on the field rolls from CAF-13 to CAF-14. They also recommended the creation of a technical position in CAF-13 which would be susceptible of having three incumbents in addition to G. W. Dingle, who presently is in a CAF-13 SOG position as a Document Analyst. The present incumbents, in the event this position were approved, would be G. W. Dingle, F. L. Miller who is now in CAF-12 on the field rolls, and Walter G. Blackburn who is an examiner on the field rolls, in CAF-13, leaving one vacancy for future expansion. This matter was also informally audited by the Civil Service

Commission and there is attached a formal job description sheet seeking to establish a position of Special Agent (Advisory Document Analyst), 4-6. As in the case of the Laboratory's recommendation in connection with the Physics and Chemistry Section, the Bureau took no action to approve Mr. Sizoo's reallocation on the field rolls, it being decided that if the Laboratory desired, his position could be audited by the Commission to determine whether it warranted reallocation to CAF-14 on the Seat of Government rolls. At the present time, however, the Laboratory desires only to have the technical positions audited and further indicated that no internal problem will result in seeking these new positions because of Mr. Sizoo's present CAF-13 position as administrative head of the Document Section.

ADDITIONAL COMMENTS:

You will also recall that more than a year ago proposed job sheets were sent to the Commission on an informal basis seeking to establish the two aforementioned positions in the Chemistry and Physics and Document Sections but they were withdrawn at that time with no final action by the Commission because the Commission was reluctant to establish the positions on an unlimited basis. It is felt that there is ample justification for establishing the positions as proposed at this time.

RECOMMENDATION:

It is recommended that the attached Memorandum and job sheets be approved for transmittal.

Attachments

HLB:FMS

December 9, 1948

Mr. Rolf T. Harbo
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Harbo:

I have been advised of the excellent work performed by several of the Laboratory men in the handling of a highly confidential assignment pertaining to the national defense. I have been informed that the work they did should enable us to keep abreast of future developments in this particular field of intelligence activity.

It is my desire that you personally interview each of these men and convey to them my deepest appreciation for the manner in which they handled this most difficult assignment. You should point out to them that I am aware of the long hours they spent on this project as well as the painstaking and meticulous care that was necessary in order to satisfactorily complete this work. It is indeed gratifying to learn of such fine devotion to duty.

The men you should commend for me are Special Agents Joseph A. Sizoo, Walter G. Blackburn, [redacted] James C. Cadigan, S. Warren Marshall and Curtis E. Thompson.

b6

Sincerely,

65

CLT:lrh

15 DEC 21 1948



United States Department of Justice
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to November 30, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Funds:

Name Mrs. Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
~~Joseph A. Sizoo~~
Relationship Wife Dated Dec. 7, 1948

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship Wife Dated Dec 7, 1948

Very truly yours,

Special Agent

Joseph A. Sizoo

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : MR. HARBO
FROM : D. J. PARSONS
SUBJECT : LABORATORY PERSONNEL

DATE: September 13, 1948

J. A. Sizoo

The purpose of this memorandum is to outline the over-all plan for the reallocation of personnel in the Laboratory and to make the recommendations which have not already been made to fulfill the plan.

The FBI Laboratory for organizational purposes is divided into four sections serving under the administrative office with you as Assistant Director in Charge, assisted by the Scientific Chief of the Laboratory, 1-7, which position I hold. I see no reason for any change in the front office nor do I think that any change is necessary in order to carry out the recommendations which are being set forth below according to section.

Cryptanalysis & Translation Section

This section consists of the Section Chief in Grade P-6 (comparable to Grade CAF-13), two Special Agents in Grade P-5 (comparable to CAF-12) and 23 non-Special Agent technical and clerical personnel. No recommendations are outstanding for personnel reallocations and I see no need for any recommendations at this time.

Document Section

This section is the largest in the FBI Laboratory having 58 employees. The Section Chief, J. A. Sizoo, is in Grade CAF-13, and the number one man, George W. Dingle, as well as two of the older and more experienced examiners is also in Grade CAF-13. Because we felt the work done by several of the more experienced examiners in the Document Section warranted, efforts were instituted quite a number of months ago to create a technical position in Grade CAF-13. Because of some differences with the Civil Service Commission it has not yet been completed and consequently two of the Grade CAF-13 examiner positions in the Document Section are field jobs. It is my desire to complete our negotiations with the Civil Service Commission and create the Grade CAF-13 Seat of Government positions for two of the examiners now in that grade and one older examiner now in Grade CAF-12 (Fred H. Miller).

While we have kept up to date with Bureau promotional policies for the examiners, no consideration has been given for quite a long time to the positions of the Section Chiefs who are the leaders and supervisory officials of the Laboratory. I therefore recommend that the Section Chief of the Document Section be reallocated to Grade CAF-14, the justification being set forth below. All recommendations for reallocations contemplated at this time in the Document Section except that of the Section Chief have previously been made.

Physics & Chemistry Section

The Physics & Chemistry Section consists of 19 special Agents, all of whom are scientists with the exception of Mr. Daughman, the Section Chief. He is presently in Grade P-6 comparable to Grade CAF-13. There are 9 other technical

DJP/mek

J. A. Sizoo
17 JAN 17 1949

Memorandum to Mr. Harbo
Re: Laboratory Personnel

and clerical personnel. Along with the Grade CAF-13 position we have been attempting to set up in the Document Section, we have also been endeavoring to obtain a Grade P-6 Position for the Harbor One Man, L. D. Deach. He is the only examiner in this section whom we intend to reallocate at this time. Consequently all recommendations for reallocation have been made for the physics and Chemistry Section except the Section Chief. Because of the diversity of scientific work in this section, the size of the section and the grades of the special Agent personnel, I feel the responsibilities are such as to warrant Grade CAF-14, for the section Chief and I am making that a specific recommendation in this memorandum.

Radio & Electrical Section

This section consists of two units, the Radio engineering Unit and the Sound and Electrical Unit. Because of the distinction in the work of these two units, they are run separately and were in fact at one time separate sections in the Laboratory but were combined under I. W. Conrad, the Section Chief, I. W. Conrad, to Grade P-7 which is comparable to Grade CAF-14, and the reallocation of H. L. Wilson and R. P. Pfaffman to Grade P-6 positions as the supervisors of the two units. No other reallocations are being recommended in this section at this time.

Summary

I have previously recommended that three new Positions be created for examiners in the Laboratory. They are (1) CAF-13 Position in the Document Section, (2) P-6 chemist and (3) P-6 electrical engineer. I have also recommended reallocation of one Section Chief, I. W. Conrad, to Grade P-7, and I am setting forth below justification for reallocation of the Chiefs of the Document and Physics & Chemistry Sections to Grade CAF-14.

Joseph L. Sizoo, Chief, Document Section

J. A. SIZOO entered the Bureau July 10, 1935 and served in a clerical capacity until November 1, 1938 when he was appointed a Special Agent. He served in the Detroit and Huntington Offices until December, 1939, when he was transferred to the New York Office where he was engaged in some of the most important security matters. In 1942 he was transferred to the Security Division at the Seat of Government where he remained until June, 1945 when he was designated as ASAC of the Memphis Office. In February, 1946, he was transferred to his present assignment as Chief of the Document Section in the FBI Laboratory.

A review of his file reflects that he has done an outstanding job on

COPY HIS

Memorandum to Mr. Harbo
Re: Laboratory Personnel

every assignment and he has been commended by the Director for the excellent manner in which he not only investigated important Bureau cases but also for his supervision of investigative problems. Having had Inspectors' Training, he has assisted in several field office inspections and various SACs and officials under whom he has worked have commented on his superior ability, intellignece, enthusiasm and his administrative and executive ability.

During his assignment in the Laboratory he has demonstrated outstanding qualities as a real leader. He has shown unusual ability not only in organizing the work but also in keeping the large volume flowing smoothly. He stands well above his predecessors in his ability to handle personnel. Under his supervision in the Document Section are 23 Special Agents, most of whom are in Grade CAF-12 and 3 in grade CAF-13. In addition there are 17 non-Special Agent technicians and 18 clerical employees assigned to his Section, making a total personnel of 53 under his supervision. As you know, because of his supervisory ability, he is frequently called upon to assist in the front office and act in charge of the Division. He was reallocated to his present grade CAF-13 July 1, 1946.

I am recommending the reallocation of Sizoo to Grade CAF-14 not only because I believe he is deserving because of his outstanding Bureau service and the abilities the Bureau desires of the higher officials, but also because I believe it is warranted by the position he holds which requires the administration of a unit of the Bureau comparable to and having responsibilities equal to a medium-sized field office.

THOMAS F. BAUGHMAN, CHIEF, PHYSICS & CHEMISTRY SECTION

Mr. Baughman entered the Bureau in October, 1919 and I feel a review of his services in the FBI is hardly necessary here. In July, 1935 he was transferred to the Laboratory. Not only has he earned an international reputation as a firearms identification specialist, but he carries the administrative responsibilities as Chief of the physics & Chemistry Section in which is performed a diversity of the most scientific work that we do. He was reallocated to Grade CAF-13 in May, 1942, and I feel as in the case of Sizoo that the reallocation is deserved by the record he has made and by the position he holds which warrants this step.

RECOMMENDATION:

(1)

That Mr. J. A. Sizoo, Chief of the Document Section, be reallocated to Grade CAF-14

(2) That Mr. T. F. Baughman, Chief of the Physics & Chemistry Section, be reallocated to Grade CAF-14.

September 24, 1948

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on September 7, 1948.

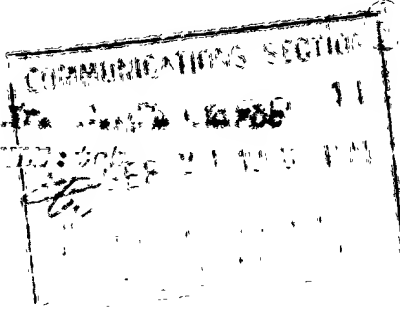
This report reflects that you have no disqualifying physical defects. The repeat electrocardiogram afforded you on September 10, 1948, was within normal limits.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____



Handwritten signatures and initials, including a large 'L' and 'JH'.

Checked by *fer*
Filed by *fer*

July 23, 1949

0
Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$7671.60 per annum to \$7911.00 per annum in Grade GS-13, effective July 24, 1949.

AUG 11 1949

57-57845-204
Sincerely yours,
J. Edgar Hoover
John Edgar Hoover
Director

RECEIVED - DIRECTOR
F B I
U. S. DEPT. OF JUSTICE
JUL 28 3 20 PM '49

CC: Mr. Harbo
Mr. J. E. Edwards
Movement
JW:vlb (3-B)

- Mr. Tolson
- Mr. Ladd
- Mr. Clegg
- Mr. Glavin
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Harbo
- Mr. Mohr
- Tele. Room
- Mr. Nease
- Miss Gandy

COMMUNICATIONS SECTION
MAILED 3
JUL 28 1949 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

lp
vac
SHW

U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

Prepared by: *Jah*
Checked by: *Ger*
Filed by:

WASHINGTON 25, D.C.

MR. JOSEPH A. SIZOO
Mr. Joseph A. Sizoo
PERIODIC PAY INCREASE

Date	July 22, 1949
Personal Action Number	
F.B.I.	1702
Legal Authority	

Nature of Action

Effective

July 24, 1949

	FROM	TO
Position	Special Agent	
Grade	CAF 13	CAF 13
Salary	\$7571.60	\$7571.60
Division and Section		
Headquarters		
Appropriations	S & E, F.B.I.	S & E, F.B.I.
Departmental or Field	Field <input checked="" type="checkbox"/> Dept. <input type="checkbox"/>	Field <input type="checkbox"/> Dept. <input type="checkbox"/>

NATURE OF POSITION		
a. VICE	b. ADDITIONAL IDENTICAL	c. NEW
P.C. NO.	P.C. NO.	P.C. NO.
Date of Birth		Date of Oath

REMARKS

Prom. under the Auto. Prom. Bill, a Public Law #200 as amended effective 6/24/49. Prom. under the same Bill in CAF 13 \$7571.60 to \$7571.60 eff. 1-1-49. Last efficiency rating - EXCEL-LENT - Approved Rating Committee 2-27-49.

80 AUG 12 1949

100-201-100000-1
RECORDED
[Signature]



United States Department of Justice
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 31, 1949, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship Wife Dated July 21, 1949

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Dorothy T. Sizoo Address 4731 Old Dominion Dr., Arlington, Va.
Relationship Wife Dated July 21, 1949

Very truly yours,

Joseph A. Sizoo
Special Agent

ALL INFORMATION CONTAINED
HEREIN IS UNCLASSIFIED
DATE 7/26/99 BY 60321 JRM

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

FROM : H. L. EDWARDS

SUBJECT: JOSEPH A. SIZOO
Special Agent
FBI Laboratory

DATE: 9/27/49

Tolson _____

Ladd _____

Clegg _____

Glavin _____

Nichols _____

Rosen _____

Tracy _____

Harbo _____

Mohr _____

Tele. Room _____

Nease _____

Gandy _____

There is attached for approval and transmittal through the Department to the Civil Service Commission a formal job description, seeking to have the present position of Special Agent Joseph A. Sizoo as Chief of the Document Section approved in Grade CAF-14 on the classified Seat of Government rolls. You will recall that Mr. Sizoo is now in CAF-13 on the field rolls, and was recommended for reallocation to CAF-14 on the field rolls, but it was decided that efforts should first be made to have the position approved on the Seat of Government rolls.

I went over to the Civil Service Commission and informally presented Mr. Sizoo's position to them, after having first interviewed Mr. Harbo, Mr. Parsons, and Mr. Sizoo. The Commission felt it necessary to have an auditor come over and audit the position, and this was done on 9/21/49. As the result of the audit the Commission notified me on 9/26/49 that the auditor felt the job was slightly weaker than the CAF-14 requested, but nevertheless stated that a report would be prepared, and if we did submit our formal job sheet, the matter would be sent up to the Front Office at the Commission's Classification Unit. I have made arrangements for the Commission to notify me in advance if they intend to turn down this job, so that we will have the opportunity of presenting any additional material desired.

The biggest weakness in the job appears to be the general one of its not measuring up to Grade CAF-14 administrative responsibilities, since Mr. Sizoo is not a technical man. You will recall that Assistant Director Harbo's job as administrator of the entire Laboratory and as an Assistant Director is allocated only in CAF-15, and the Commission has difficulty in seeing only a grade spread between Mr. Harbo and the responsibilities of Mr. Sizoo.

RECOMMENDATION: That the attached be approved for transmittal.

HLE:pam
Attachment

H. Edwards

RECORDED 67-57045-206

FEDERAL BUREAU OF INVESTIGATION

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

FROM : H. L. Edwards

SUBJECT: JOSEPH A. SIZOO
Special Agent
Technical Laboratory

DATE: 8-5-49

Mr. Tolson _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Holmes _____
Miss Gandy _____

RE: REALLOCATION

This employee entered on duty 7-10-35 as a Messenger and on 11-1-38 he was appointed a Special Agent in Grade CAF-9, \$3200 per annum. On 7-1-46 he was reallocated to CAF-13, \$6230 per annum and as a result of three basic salary increases and one uniform promotion, his salary was increased to \$7911.00 per annum. He is now being considered for reallocation to CAF-14, \$8509.50 per annum.

By letter dated 12-19-41 he was commended for his work in the Ducase. He was advised the intelligence and thoroughness with which he performed his assignment throughout the long investigation of the case contributed much to the gratifying results achieved and reflected much credit to the Bureau. On 3-21-42 he was again commended for the work he did in connection with the investigation of the Kurt Frederick Ludwig Case. By letter dated 12-4-42 he was censured for his failure to properly handle correspondence before initialing it for file. On 6-7-43 he was commended for the work he performed in connection with the prosecution of John Eoghan Kelly. By letter dated 1-9-45 he was commended for the exemplary manner in which he performed his duties in supervising and handling numerous leads and many investigative problems in connection with the case entitled "Joseph E. McWilliams, w. a., et al, Sedition". On 6-1-45 he was designated ASAC of the Memphis Office. On 7-7-45 he was awarded his Ten Year Service Award Key. On 2-1-46 he was made Chief of the Document Section of the Technical Laboratory.

On 6-3-47 he was commended for the very favorable comments received concerning the excellent manner in which he lectured at the convention of the Texas Police Association and the Texas Sheriff's Association. On 9-13-48 Mr. Parsons recommended that Agent Sizoo be reallocated to CAF-14 and pointed out that he recommended him not only because it was believed he was deserving due to his outstanding Bureau service and the abilities the Bureau desires of the higher officials, but also because it was believed it was warranted by the position he holds which requires the administration of a unit comparable to and having responsibilities equal to a medium-sized field office. However, no action was taken at that time.

On 12-9-48 Mr. Harbo was instructed by the Bureau to commend this agent and several others for their work in the handling of a highly confidential assignment pertaining to the national defense.

On 3-31-49 Mr. Harbo rated him EXCELLENT. During an inspection of the Technical Laboratory in March, 1949, Mr. Clegg advised he was above average in judgment and ability, he had good ability to analyze facts and was spoken of most favorably by his subordinates. They considered him to be competent and one of the technicians advised that he was the best qualified man who had served as Chief of the Document Section. Although he was somewhat short of stature, he was impressive, had a keen intellect and it was believed he had a great deal of administrative ability.

300
J. L. Edwards

On 7-19-49 Mr. Harbo recommended that he be reallocated to CAF-14 on the field rolls. He stated he had done an outstanding job as Chief of the Document Section, had shown unusual ability not only in organizing the work but also in keeping the large volume of work flowing smoothly. He stood well above his predecessors in his ability to handle personnel. Under his supervision in the Document Section are 22 Special Agents, 17 non-Agent technicians and 21 clerical employees. Including Mr. Sizoo, the personnel of the Document Section totals 61. This includes three Special Agents other than Mr. Sizoo who are in P-6 (Grade CAF-13). The majority of the work in the Document Section consists in the handling of evidence in Bureau cases, both criminal cases and security matters. With a reduced personnel, this section has, during the past year handled an increased volume of work including many examinations in Loyalty cases which are given expedite attention as well as many other expedite matters. Mr. Sizoo maintained good liaison with the General Investigative Division and the Security Investigative Division. He was well liked and respected by the personnel of the Document Section and had demonstrated real qualities of leadership. Of the four sections of the Laboratory, the chiefs of the Physics and Chemistry Section and the Radio and Electrical Section are already in Grade P-7 (CAF-14). The Document Section is the largest in the Laboratory and the responsibilities of the Section Chief are such as to warrant reallocation of the position to CAF-14.

RECOMMENDATION: It is recommended that he be reallocated to CAF-14, \$8509.50 per annum, effective 8-7-49.

HL Edwards
f/c

JEE/mfp

Agree
8/5/49

Agree
Jm
8/8/49

Memo to Mr. Glavin
JLE/room
9/27/49

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *1/m*
 FROM : R. T. HARBO *RH*
 SUBJECT: Special Agent JOSEPH A. SIZOO
 CAF-13
 EOD 7/10/35 (Messgr)
 11/1/38 (SA)

DATE: July 19, 1949

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Glavin _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Rosen _____
 Mr. Tracy _____
 Mr. Carson _____
 Mr. Egan _____
 Mr. Gurnea _____
 Mr. Harbo _____
 Mr. Hendon _____
 Mr. Pennington _____
 Mr. Quinn Tamm _____
 Tele. Room _____
 Mr. Nease _____
 Miss Holmes _____
 Miss Gandy _____

The purpose of this memorandum is to recommend that Mr. Sizoo, who is now in Grade CAF-13 on the field rolls, be reallocated to Grade CAF-14 on the field rolls. Mr. Sizoo has been Chief of the Document Section of the Laboratory since July 1, 1946. He has done an outstanding job as Chief of the Document Section; has shown unusual ability not only in organizing the work but also in keeping the large volume of work flowing smoothly. He stands well above his predecessors in his ability to handle personnel. Under his supervision in the Document Section are 22 Special Agents, 17 non-Agent technicians and 21 clerical employees. Including Mr. Sizoo, the personnel of the Document Section totals 61. This includes three Special Agents other than Mr. Sizoo who are in P-6 (Grade CAF-13).

The majority of the work in the Document Section consists in the handling of evidence in Bureau cases, both criminal cases and security matters. With a reduced personnel, this section has, during the past year, handled an increased volume of work including many examinations in Loyalty cases which are given expedite attention as well as many other expedite matters. Mr. Sizoo maintains good liaison with the General Investigative Division and the Security Investigative Division. He is well liked and respected by the personnel of the Document Section and has demonstrated real qualities of leadership.

Of the four Sections of the Laboratory, the chiefs of the Physics and Chemistry Section and the Radio and Electrical Section are already in Grade P-11 (Grade CAF-14). The Document Section is the largest in the Laboratory and the responsibilities of the Section Chief are such as to warrant reallocation of the position to Grade CAF-14.

RECOMMENDATION:

That Mr. Sizoo be reallocated to CAF-14 on the field rolls in recognition of the quality of his performance as Section Chief and also in recognition of the supervisory and administrative job involved which, I feel, is comparable to that involved in a medium-size field office.

RTH:AF

67-57045-208
 Searched _____
 Indexed _____
 Numbered _____
 Filed _____
 5 OCT 6 1949
 FEDERAL BUREAU OF INVESTIGATION

*Recommendation of Mr. Sizoo
 be reallocated to CAF-14
 8-7-49
 8-5-49*

October 5, 1949

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

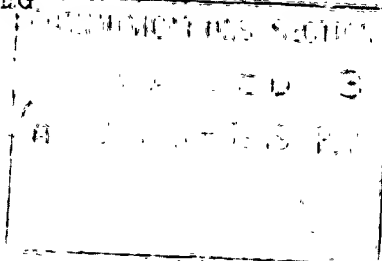
I do want to express my personal appreciation for your cooperation during the recent reunion of the FBI National Academy Associates. The assistance rendered by you in connection with the transportation of the Academy Associates is sincerely appreciated.

With best wishes and kind regards,

Sincerely yours,

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

EJM:MG



Oct 5 6 47 PM '49
RECEIVED READING ROOM
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U. S. DEPT OF JUSTICE

7-1-209

October 13, 1949

Mr. R. W. Hannemann
Secretary
Cherrydale Lodge No. 42, A.F. and A.M.
4272 Vacation Lane
Arlington, Virginia

Dear Brother Hannemann:

It has recently come to my attention that Mr. Joseph Sizoo has petitioned Cherrydale Lodge No. 42 for membership and I welcome this opportunity to say a word in support of his petition.

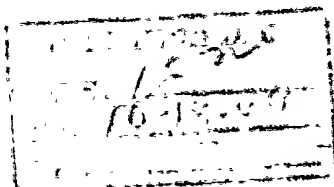
Mr. Sizoo has been associated with the Federal Bureau of Investigation for over fourteen years and presently holds a position of considerable responsibility in the FBI. I know Mr. Sizoo to be a gentleman of the highest moral character and unimpeachable integrity. If permitted membership in your Lodge, I am sure you will find him to be a sincere worker and an asset to the Lodge.

Fraternally yours,

15-210

JEH:GAN:mpd

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy



Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 10/25/49

FROM : J. P. MOHR

SUBJECT: PERSONNEL CHANGES

Mr. Tolson	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Egan	✓
Mr. Gurnea	✓
Mr. Harbo	✓
Mr. Mohr	✓
Mr. Pennington	✓
Mr. Quinn Tamm	✓
Mr. Nease	✓
Miss Holmes	✓
Miss Gandy	✓

01. It is recommended that Special Agent Supervisor Joseph A. Sizoo of the Laboratory be transferred to the Training and Inspection Division as a Supervisor with no change in grade or salary.

There is presently a vacancy in the Training and Inspection Division for an additional Supervisor to assist in making continuous inspections at the Seat of Government. This position has been approved by the Director.

Mr. Sizoo entered on duty in the Bureau as a Messenger on July 10, 1935 and was appointed to the position of Special Agent on November 1, 1938. He is presently in Grade CAF 13, \$7911 per annum. He is 39, married and has two children. He has BA and LLB Degrees and is a member of the Federal Bar and has been admitted to the U. S. Supreme Court. He is a legal resident of Arlington, Virginia. He has no office of preference. Mr. Sizoo has had a wealth of experience in the Bureau, having served as ASAC at Memphis, was a Supervisor in the Security Division for three years and has been in charge of the Document Section in the Laboratory. He has also assisted in inspection assignments and appears to be well qualified for the position indicated. During an inspection of the Laboratory in March 1949, Mr. Clegg stated Mr. Sizoo was above average in judgment and ability, had good ability to analyze facts, was impressive, had a keen intellect and it was believed he had a great deal of administrative ability. Messrs. Harbo and Clegg concur in the recommendation concerning Mr. Sizoo.

2. It is recommended that ASAC Augustus K. Bowles of the Pittsburgh Division be transferred to the Laboratory to replace Mr. Sizoo in charge of the Document Section with no change in grade or salary.

Mr. Bowles entered on duty as a Student Fingerprint Classifier on July 28, 1936 and was appointed to the position of Special Agent on June 5, 1939. He is presently in Grade CAF 13, \$2671.60 per annum. He is 36, married, has one child, has BA and BCS Degrees and is a legal resident of Vineland, New Jersey. He has no office of preference. Mr. Bowles in addition to serving in several of the Bureau's divisional offices has been a Supervisor in the Identification Division and was designated ASAC at Pittsburgh on August 15, 1945. On March 31, 1949 he was rated Excellent by SAC Thornton, who stated he made an excellent personal appearance, had the ability to supervise Agents in a very fine manner, had confidence, assurance and a great sense of detail which insured accuracy. Mr. Thornton said he also had the ability to meet the

JPM:DW

public, press and officials in a very commendable manner and was doing excellent work. It was felt he was ready for further responsibilities in the Bureau. The Director saw him on September 8, 1949 and said he made a good personal appearance and he would rate him at least average. It is felt that Mr. Bowles has the temperament and the ability to satisfactorily function as head of the Document Section in the Laboratory. Mr. Harbo concurs in this recommendation.

(M)

3. It is recommended that Special Agent Supervisor Edward J. Powers of the Security Division be transferred to Pittsburgh as ASAC with no change in grade or salary.

Mr. Powers entered on duty as a Special Agent on March 10, 1941 and is presently in Grade CAF 13, \$7432.20 per annum. He is 36, married, has two children and is a legal resident of Alexandria, Virginia. However, he originally comes from Detroit, Michigan. He has BA and LLB Degrees and is a member of the bar of the District of Columbia. His offices of preference are New Haven and San Diego. Mr. Powers is an approved Bureau speaker and police instructor and has been assigned to the Security Division as a Supervisor since June 12, 1943. He has been serving as #2 Man of the Internal Security Section of the Security Division. He has just recently been recommended for a meritorious increase in salary because of the manner in which he supervised the case involving the 12 indicted members of the National Board of the Communist Party. During an inspection of the Security Division in June 1949, Inspector Gurnea said Powers presented an excellent appearance, had a very good personality, was a good conversationalist, was alert and it was believed he was a very satisfactory Supervisor and was probably ASAC material. It is felt that Mr. Powers offers excellent potentialities for further advancement in the Bureau's service and that he can well handle the functions of an ASAC. Mr. Ladd concurs in this recommendation.

There are attached permanent briefs of the files of the foregoing Bureau employees. Mr. Glavin concurs in the above recommendations.

[Signature]

I concur

10/2/5

[Signature]

OK.

[Signature]

Many orders prep
11-27-49
mwb

October 27, 1949

Mr. Joseph E. Sizoo
Federal Bureau of Investigation
Washington, D. C.

1602 St. Street

You are hereby directed to report, public business permitting, to Assistant Director E. E. Clegg of the Training and Inspection Division for assignment.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

CC: Mr. Glack
Mr. Harbo - Advise Administrative Division date he will report.
Mr. H. L. Edwards
Mrs. Backerman
Miss Usilton
Movement

Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy

4 98 ★

FILE: vht

COMMUNICATIONS SECTION
MAILED 11
OCT 28 1949 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

57045-212

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57045-218
FBI
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1945

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MR. CLAYIN

10/25/49

H. L. EDWARDS

CLASSIFICATION MATTERS -
JOSEPH A. SIZOO
Special Agent
Chief of Document Section
FBI Laboratory

Under date of 9/28/49, the Bureau transmitted to the Civil Service Commission a proposed job sheet on the captioned Agent seeking to have his position classified in CAF-14 as Special Agent, Chief of the Document Section. We had requested the Civil Service Commission to render a decision on this case before formally docketing it, so that if they were not going to go along with our request for CAF-14, we might desire to withdraw the formal request in order that future possibilities to reallocate this job would not be jeopardized.

Mr. Williamson, Chief of the Justice Department Unit of the Civil Service Commission's Classification Section, telephonically contacted me and informed me that his assistant, [redacted] had carefully reviewed this position and had submitted a memorandum concluding that the position should be in CAF-13 rather than CAF-14. Mr. Williamson furnished me with a copy of [redacted] report, which is attached, and a review of the report indicates that since Mr. Sizoo's position is non-technical and since Mr. Harbo's position is also non-technical and administrative in responsibility, the Commission cannot see that the Sizoo position is only one grade below Mr. Harbo's CAF-15, particularly because Mr. Sizoo has responsibility primarily only for one section of the entire Laboratory. He also pointed out that the most important aspect of Mr. Sizoo's position and the one on which the grade must be based is the fact that he is responsible for direction of criminal investigations or phases of criminal investigations where document identification is involved, and this responsibility falls at the CAF-13 rather than CAF-14 level.

As the result of my discussion of this matter with you, I contacted Mr. Williamson this morning (10/24/49) and informed him that we would like to withdraw our reclassification of this position

clerk _____
add _____
lens _____
larkin _____
lshole _____
over _____
racy _____
ruba _____
rur _____
rue. Room _____
rues _____
rudy _____

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Memo to Mr. Glavin - (Continued)

at the present time, and he returned the material to me, stating that it had not been docketed yet, and therefore the records of the Commission would not reflect that the request had ever been transmitted to them.

I have also advised Mr. J. P. Mohr of our action in this matter.

In view of the foregoing, no further action is contemplated unless advised to the contrary.

BLE:pan
Attachment

Wiem _____
add _____
Barr _____
Davis _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Egan _____
Tele. Room _____
Nease _____
Gandy _____

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *Vim*

DATE: 12/27/49

FROM : H.H. CLEGG *H.H. Clegg*SUBJECT: SA'S J. A. SIZOO AND B. C. BROWN
- TRAINING & INSPECTION DIVISION

Mr. Tolson	
Mr. Clegg	
Mr. Glavin	✓
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Holmes	
Miss Gandy	

SA's J. A. Sizoo and B. C. Brown reported to the Training & Inspection Division as of 9 AM on 12/27/49 where they will be assigned in the Inspection Section.

NHM:HD

57045-213

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1/2

JAN 5 1950

FEDERAL BUREAU OF INVESTIGATION

3/2/50

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL (✓)
PROBATIONAL ()

As of December 23, 1949 based on performance during period from April 1, 1949 to December 23, 1949

Joseph A. Sizoo
(Name of employee)

Special Agent, GS 13 (Section Chief)
(Title of position, service, and grade)

Federal Bureau of Investigation - Division VII - Laboratory - Document Section
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
✓ if adequate		
- if weak		
+ if outstanding		
<u>+</u> (1) Maintenance of equipment, tools, instruments.		<u>+</u> (21) <i>Effectiveness in planning broad programs.</i>
<u>+</u> (2) Mechanical skill.		<u>+</u> (22) <i>Effectiveness in adapting the work program to broader or related programs.</i>
<u>+</u> (3) Skill in the application of techniques and procedures.		<u>+</u> (23) <i>Effectiveness in devising procedures.</i>
<u>+</u> (4) Presentability of work (appropriateness of arrangement and appearance of work).		<u>+</u> (24) <i>Effectiveness in laying out work and establishing standards of performance for subordinates.</i>
<u>+</u> (5) Attention to broad phases of assignments.		<u>+</u> (25) <i>Effectiveness in directing, reviewing, and checking the work of subordinates.</i>
<u>+</u> (6) Attention to pertinent detail.		<u>+</u> (26) <i>Effectiveness in instructing, training, and developing subordinates in the work.</i>
<u>+</u> (7) Accuracy of operations.		<u>+</u> (27) <i>Effectiveness in promoting high working morale.</i>
<u>+</u> (8) Accuracy of final results.		<u>+</u> (28) <i>Effectiveness in determining space, personnel, and equipment needs.</i>
<u>+</u> (9) Accuracy of judgments or decisions.		<u>+</u> (29) <i>Effectiveness in setting and obtaining adherence to time limits and deadlines.</i>
<u>+</u> (10) Effectiveness in presenting ideas or facts.		<u>+</u> (30) <i>Ability to make decisions.</i>
<u>+</u> (11) Industry.		<u>+</u> (31) <i>Effectiveness in delegating clearly defined authority to act.</i>
<u>+</u> (12) Rate of progress on or completion of assignments.		
<u>+</u> (13) Amount of acceptable work produced. (Is mark based on production records? <u>No</u>) (Yes or no)		
<u>+</u> (14) Ability to organize his work.		
<u>+</u> (15) Effectiveness in meeting and dealing with others.		
<u>+</u> (16) Cooperativeness.		
<u>+</u> (17) Initiative.		
<u>+</u> (18) Resourcefulness.		
<u>+</u> (19) Dependability.		
<u>+</u> (20) Physical fitness for the work.		

STATE ANY OTHER ELEMENTS CONSIDERED

+ (A) Capability for additional responsibility
— (B) 71
— (C) 5 100 10 1

STANDARD
Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and check marks or better on all other elements rated
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance
Minus marks on at least half of the underlined elements

Adjective Rating
Excellent
Very Good
Good
Fair
Unsatisfactory

Rating official Excellent

Reviewing official

Rated by R T Harbo
(Signature of rating official)

Assistant Director
(Title)

December 23, 1949
(Date)

Reviewed by
(Signature of reviewing official)

(Title)

(Date)

Rating approved by efficiency rating committee (Date) Report to employee (Adjective rating)

December 23, 1949

JOSEPH A. SIZOO

This special efficiency report is submitted on Mr. Sizoo because of his transfer to the Training and Inspection Division effective at the close of business December 23, 1949.

During the period covered by this report, Mr. Sizoo has served as Chief of the Document Section of the Laboratory and has continued to perform in an outstanding manner.

Status: EXCELLENT.

A handwritten signature in dark ink, appearing to be 'J.A. Sizoo', is written over the 'Status' line.

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 2/8/50

FROM : H. H. CLEGG

SUBJECT: Mrs. Joseph A. Sizoo (wife of Mr. Joseph A. Sizoo, Training & Inspection Division)

Mr. Tolson	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Holmes	
Miss Gandy	

Mrs. Joseph A. Sizoo underwent an emergency operation for appendicitis at 8 AM today at the Columbia Hospital. Her condition after the operation is apparently satisfactory, according to Mr. Sizoo.

HHC:FD

CC - Mr. J. E. Edwards

FEB 13 1950

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SEARCHED	INDEXED
SERIALIZED	FILED
FEB 13 1950	
FBI - NEW YORK	

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL (✓)
PROBATIONAL ()

JOSEPH A. SIZOO
(Name of employee)

SPECIAL AGENT, GS-13
(Title of position, service, and grade)

FEDERAL BUREAU OF INVESTIGATION, TRAINING AND INSPECTION DIVISION
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.	CHECK ONE:
✓ if adequate	2. Underline the elements which are especially important in the position.	Administrative, supervisory, or planning _____ <input type="checkbox"/>
- if weak	3. Rate only on elements pertinent to the position.	
+ if outstanding	a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions.	
	b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	All others _____ <input type="checkbox"/>

- (21) Effectiveness in planning broad programs.
- (22) Effectiveness in adapting the work program to broader or related programs.
- (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- (30) Ability to make decisions.
- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

(A) _____

(B) _____

(C) _____

Deviations must be explained on reverse side of this form

EXCELLENCE

Adjective
RatingRating
office

Very Good

Good

Fair

Unsatisfactory

Reviewed by [Signature] Assistant Director 2-27-50
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

2/27/50

JOSEPH A. SIZOO
SPECIAL AGENT
SPECIAL EFFICIENCY REPORT

This is a special efficiency report being submitted on Mr. Sizoo who reported to the Training and Inspection Division on December 27, 1949.

During the period covered by this report, Mr. Sizoo has received instruction in conducting surveys and inspections at the Seat of Government and has been assigned to do some survey work.

Mr. Sizoo presents a neat personal appearance and has a pleasing personality. He appears to be alert and intelligent and I have been very well pleased with his performance since his assignment to the Training and Inspection Division.

Status: EXCELLENT.

A handwritten signature, likely of the Special Agent, in dark ink. The signature is stylized and appears to be 'JAS' or similar, with a horizontal line underneath the main part of the signature.

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

DATE: 1/31/50

To : MR. TOLSON

From : J. P. MOHR

Subject: INSPECTORS
TRAINING AND INSPECTION DIVISION

At the present time in the Training and Inspection Division we have only two Inspectors who are employed on a full time basis conducting inspections of our various divisional offices. These Inspectors are Messrs. Gurnea and Taughten. Mr. Taughten, however, at the present is the only one engaged in inspection assignments since Mr. Gurnea is in Boston on special assignment in connection with the Drink's robbery.

At the Seat of Government the Training and Inspection Division has three men assigned to continuous survey and inspection work in the various divisions. They are Inspector H. B. Long and Special Agent Supervisors Joseph A. Sizoo and Bernard C. Brown. There is a vacancy for an additional Special Agent Supervisor for this type of work. As you will recall, it was originally approved that four men be assigned to the Training and Inspection Division for the purpose of conducting continuous surveys in the various divisions at the Seat of Government in an effort to increase efficiency and streamline procedures.

Inspector Long has been engaged in this type of assignment to some extent in the Security Division. However, for a great portion of the year 1949 he handled the inspection of the Identification Division. Mr. Long has had experience in making inspections on his own in the field.

Messrs. Sizoo and Brown have had Inspector's Aide training and both have assisted in conducting inspections.

There are attached permanent briefs of the files of Messrs. Long, Sizoo and Brown.

Inspector H. B. Long entered on duty in a clerical capacity on February 25, 1935 and was appointed to the position of Special Agent on July 25, 1938. He is presently in Grade GS-14, \$9000 per annum. He is 36, married and has two children. He has an LLB Degree. He is a local resident of Vinton, Virginia and has no office of preference. In addition to service in the field as a Special Agent Mr. Long has had supervisory experience in the Administrative Division, Security Division, the Laboratory and has been assigned to the Training and Inspection Division as an Inspector since December 17, 1945. Mr. Long has an outstanding record.

Special Agent Supervisor Joseph A. Sizoo entered on duty as a clerical employee on July 10, 1935 and was appointed to the position of Special Agent on November 1, 1938. He is Grade GS-13, \$8000 per

JPM:DT

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annum. He is 39, married and has two children. He has a BS and LLB Degrees, and is a member of the bar. He is a legal resident of Arlington, Virginia, and he had no office of preference. Mr. Sizoo in addition to serving as a Special Agent in the field was a Supervisor in a approximately three years in the Security Division, was ASAC in Memphis, has been Chief of the Document Section in the Laboratory and was assigned to the Training and Inspection Division on December 27, 1949. Mr. Sizoo has an outstanding record and it is felt that he has the background and experience to handle inspection assignments.

Special Agent Supervisor Bernard C. Brown entered on duty as a Special Agent on September 3, 1940 and is presently in Grade GS-13, \$7000 per annum. He is 43, married and has one child. He has BS and LLB Degrees and is a member of the bar. He is a legal resident of Atlanta, Georgia and originally came from Utah. He has no office of preference. In addition to serving as a Special Agent in the field, Mr. Brown has been a Supervisor in the Security Division, has served as ASAC at San Antonio and Atlanta and has been assigned to the Training and Inspection Division since December 27, 1949. Mr. Brown's file reflects that he has had an outstanding record and broad, varied experience in the Bureau's service.

In order to fill the existing vacancy in the Training and Inspection Division, it is being recommended that ASAC Gerald C. Gearty of the Cleveland Office be transferred to the Seat of Government with no change in grade or salary. There is attached a permanent brief of Mr. Gearty's file. He entered on duty as a clerical employee on June 12, 1939 and was appointed to the position of Special Agent on March 4, 1940. He is presently in Grade GS-13, \$7000 per annum. He is 33, married and has one child. He has BS and LLB Degrees. He is a legal resident of Minneapolis, Minnesota and has no office of preference. Mr. Gearty has an outstanding record in the Bureau's service and has had wide and varied experience both in the field and at the Seat of Government. He was for a period of time a Supervisor assigned to the Investigative Division and has been ASAC at Cleveland since October 7, 1946. The Director saw him on July 1, 1949 and said he made a good personal appearance, was intensely interested in his work and he could be rated above average with definite possibilities for being considered for greater executive responsibilities. He is qualified as an Inspectors' Aide and has assisted during inspections in the field.

It is felt that the foregoing group could be further utilized in the Training and Inspection Division in connection with inspection in the field. Mr. Long is presently qualified to conduct field office inspections and it is felt with additional training and experience the other three men could rapidly obtain this experience and adequately conduct inspections in the field. I feel that such training would be advantageous both to the men and to the Bureau in that they would gain a closer contact with the problems in the field and would be able to coordinate their activities at the Seat of Government in connection with any continuing surveys they may conduct and at the same time they could relieve the present shortage of field inspectors.

It would be my suggestion that the four men conduct four or five field office inspections in the smaller offices not too far removed from the Seat of Government. With the use of Inspectors' Aides such inspections would not take longer than one week or ten days. The regular inspectors, Messrs. Gurnea and Haughton, could very well handle the remaining offices and in this manner all offices would be given a regular inspection at least once a year.

It is also felt that Mr. K. E. McIntire, who is in charge of the Inspection Section of the Training and Inspection Division, should likewise conduct three or four regular field office inspections during the year. Mr. N. H. McCabe, who is Mr. Clegg's Number One Man, also could conduct several inspections during the year, which would give the Bureau a rather complete inspection service on an annual basis.

RECOMMENDATIONS

1. It is recommended that Mr. Gerald C. Gearty, presently ASAC of the Cleveland Division, be transferred to the Training and Inspection Division as a Supervisor to conduct continuing surveys at the Seat of Government, which no change in grade or salary.
2. It is recommended that Messrs. Long, Sizoo, Brown and Gearty, if he is approved, be utilized to conduct three or four regular field office inspections each year to complement the present inspection staff of Messrs. Gurnea and Haughton. This would insure every office being inspected at least on an annual basis.
3. It is recommended that Messrs. K. E. McIntire and N. H. McCabe be assigned to conduct several field office inspections each year.

Tolson's Not: "I agree." /s/ Tolson
 Director's Not: "I agree." /s/ H.

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME Sizoo, Joseph A. AGE 29 YEARS, 6 MONTHS
NATIVITY (state of birth) Minn. MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN 2
FAMILY HISTORY Mother still living, Father died at time of operation for ulcers.

HISTORY OF ILLNESS OR INJURY Usual childhood diseases and tonsilectomy.

HEAD AND FACE Normal

EYES: PUPILS (size, shape, reaction to light and distance, etc.) R. & E react L. & A.

DISTANT VISION RT. 20/ 20, corrected to 20/

LT. 20/ 20, corrected to 20/

COLOR PERCEPTION ACC 1940

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15'

DISEASE OR DEFECTS Normal

NOSE Normal

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES Normal

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Normal

TEETH AND GUMS (disease or anatomical defect): No

MISSING TEETH As indicated

NONVITAL TEETH n

PERIAPICAL DISEASE n

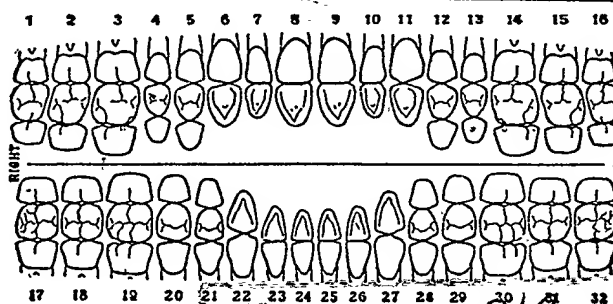
MARKED MALOCCLUSION n

PYORRHEA ALVEOLARIS n

TEETH REPLACED BY BRIDGES n

DENTURES n

REMARKS n



J. V. Miranen

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE

TEMPERATURE 97.8

CHEST AT EXPIRATION

HEIGHT 67

CHEST AT INSPIRATION

WEIGHT 157

CIRCUMFERENCE OF ABDOMEN AT UMBILICUS

RECENT GAIN OR LOSS, AMOUNT AND CAUSE None

SKIN, HAIR, AND GLANDS Normal

NECK (abnormalities, thyroid gland, trachea, larynx) Normal

SPINE AND EXTREMITIES (bones, joints, muscles, feet) Normal

No varicosities

THORAX (size, shape, movement, rib cage, mediastinum) Normal
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. Normal
X-Ray Chest-neg.

CARDIO-VASCULAR SYSTEM
HEART (note all signs of cardiac involvement) Normal

PULSE: BEFORE EXERCISE 78 BLOOD PRESSURE: SYSTOLIC 120
AFTER EXERCISE DIASTOLIC 75
THREE MINUTES AFTER
CONDITION OF ARTERIES Good CHARACTER OF PULSE Good
CONDITION OF VEINS Good HEMORRHOIDS Normal

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) Normal
Relaxed rings bilaterally

GENITO-URINARY SYSTEM Normal
URINALYSIS: SP. GR. 1.030 ALB. neg. SUGAR neg. MICROSCOPICAL neg.
VENEREAL DISEASE None

NERVOUS SYSTEM Normal
(organic or functional disorders)
ROMBERG INCOORDINATION (gait, speech)
REFLEXES, SUPERFICIAL DEEP (knee, ankle, elbow) TREMORS
SEROLOGICAL TESTS Kahn-neg. BLOOD TYPE O Rh negative
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries)

SMALLPOX VACCINATION: DATE OF LAST VACCINATION
TYPHOID. PROPHYLAXIS: NUMBER OF COURSES
DATE OF LAST COURSE
REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE
E.C.G. within normal limits.

SUMMARY OF DEFECTS

CAPABLE OF PERFORMING DUTIES INVOLVING Arduous PHYSICAL EXERTION
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes (yes or no)
(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)

Russell F. Sanders
Robert E. Baker
D. E. Billman, MCUSN

DATE OF EXAMINATION March 17, 1950



United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Dorothy T. Sizoo Relationship wife Date 3-15-50
Address 4731 Old Dominion Drive, Arlington, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Dorothy T. Sizoo Relationship wife Date 3-15-50
Address 4731 Old Dominion Drive, Arlington, Va. (105)

Very truly yours,

Joseph A. Sizoo
Special Agent

ack
MAR 20 1950
del

E. W. W.

Dir Two

Mr. Joseph A. Sizoo,
Federal Bureau of Investigation,
U. S. Department of Justice.

Copy sm

OFFICE MEMORANDUM * UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 3/1/50

FROM : H. H. CLEGG

SUBJECT: SURVEYS AT SEAT OF GOVERNMENT DIVISIONS

As you are aware, SA G. C. Gearty arrived today. This completes the assignment of the four approved Bureau employees to make the streamlining, survey types of work within the seven Divisions of the Bureau. The following recommendations are made as to assignments:

DIVISION I - IDENTIFICATION DIVISION - Mr. G. C. Gearty. He will need indoctrination, some experience and training before he enters this assignment on a full-time basis and it is entirely possible that in connection with the studies Mr. Glavin is making, he could be of assistance to Mr. Glavin and at the same time be acquiring some knowledge of the functionings of the Identification Division. He was formerly assigned as a Supervisor in the General Investigative Division and for this reason it is believed better not to reassign him to that particular type of work.

DIVISION V - SECURITY DIVISION - Mr. H.B. Long. He started work there; has made some important contributions there and has been successful in getting his ideas for improvements accepted by the Security Division. His studies there were interrupted by his assignment to inspection work several months ago and it is believed that he should resume his studies there as a general assignment.

DIVISION III - ADMINISTRATIVE DIVISION - and DIVISION IV - RECORDS & COMMUNICATIONS DIVISION - Mr. J.A. Sizoo. Of the five remaining divisions that are unassigned, the Records Division is larger as to the number of personnel and as to the variety of duties and the complexity of problems. Therefore, it is believed that only two divisions should be assigned to the employee handling the survey work in the Records and Communications Division. It is recommended that the two divisions be assigned for survey work to Mr. J. A. Sizoo.

DIVISION II - TRAINING & INSPECTION DIVISION - and DIVISION VI - GENERAL INVESTIGATIVE DIVISION - and DIVISION VII - TECHNICAL LABORATORY - Mr. B. C. Brown. It is recommended that these three divisions be assigned to Mr. B. C. Brown. Mr. Brown was formerly a supervisor in the Security Division. Mr. Sizoo was formerly assigned to the Laboratory and Mr. Gearty was formerly assigned to the General Investigative Division, which leaves as the most logical choice Mr. Brown for the assignment to these three divisions for survey purposes.

DIRECTOR'S NOTATION "O.K." H.

O.K. T.

HHC:HD

ANNUAL
REPORT OF
EFFICIENCY RATING

Form approved.
Budget Bureau No. 50-R012.8.

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of March 31, 1950 based on performance during period from Dec. 27, 1949 to March 31, 1950

JOSEPH A. SIZOO

(Name of employee)

SPECIAL AGENT GS-13 \$8,000.00

(Title of position, service, and grade)

FEDERAL BUREAU OF INVESTIGATION - TRAINING AND INSPECTION DIVISION

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	---

- (1) Maintenance of equipment, tools, instruments.
----- (2) Mechanical skill.
+ (3) Skill in the application of techniques and procedures.
----- (4) Presentability of work (appropriateness of arrangement and appearance of work).
+ (5) Attention to broad phases of assignments.
+ (6) Attention to pertinent detail.
----- (7) Accuracy of operations.
+ (8) Accuracy of final results.
+ (9) Accuracy of judgments or decisions.
+ (10) Effectiveness in presenting ideas or facts.
+ (11) Industry.
+ (12) Rate of progress on or completion of assignments.
+ (13) Amount of acceptable work produced. (Is mark based on production records? No)
+ (14) Ability to organize his work.
+ (15) Effectiveness in meeting and dealing with others.
+ (16) Cooperativeness.
+ (17) Initiative.
+ (18) Resourcefulness.
+ (19) Dependability.
+ (20) Physical fitness for the work.

- + (21) Effectiveness in planning broad programs.
+ (22) Effectiveness in adapting the work program to broader or related programs.
+ (23) Effectiveness in devising procedures.
+ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
+ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
+ (26) Effectiveness in instructing, training, and developing subordinates in the work.
----- (27) Effectiveness in promoting high working morale.
----- (28) Effectiveness in determining space, personnel, and equipment needs.
----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
+ (30) Ability to make decisions.
----- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) -----
----- (B) -----
----- (C) -----

STANDARD

Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and check marks or better on all other elements rated.
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.
Minus marks on at least half of the underlined elements.

Adjective
Rating

Excellent
Very Good
Good
Fair
Unsatisfactory

Adjective
Rating

Rating
official **EXCELLENT**

Reviewing
official

Rated by A. H. M. [Signature]

(Signature of rating official)

Inspector

(Title)

March 31, 1950

(Date)

Reviewed by [Signature]

(Signature of reviewing official)

Assistant Director

(Title)

March 31, 1950

(Date)

Rating approved by efficiency rating committee

(Date)

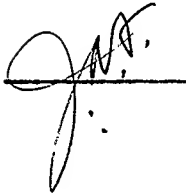
Report to employee

(Adjective rating)

March 31, 1950

JOSEPH A. SIZOO
SPECIAL AGENT
ANNUAL EFFICIENCY REPORT

From the beginning of the rating period until he reported to the Training and Inspection Division on December 27, 1949, Mr. Sizoo was Chief of the Document Section of the FBI Laboratory where he performed his duties in an outstanding manner. Since his assignment to the Training and Inspection Division, Mr. Sizoo has received instruction in conducting surveys and inspections at the Seat of Government, and he has already participated in some survey work. Mr. Sizoo is alert and intelligent, and it is believed that he possesses the necessary qualifications to do an outstanding job in his present assignment. I have been very well pleased with his performance thus far, and consider him entitled to the rating of EXCELLENT.

A handwritten signature, likely of the supervisor, is written in dark ink. It consists of a stylized, cursive 'J' followed by a series of loops and a horizontal line extending to the right.

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON
FROM : H. H. CLEGG
SUBJECT: INSPECTION ASSIGNMENTS

DATE: 3/14/50
INSPECTIONS

Reference is made to the Executives Conference memorandum dated March 7, 1950, concerning field inspections, which is attached. There are set forth below suggested inspection assignments to be handled during the current year by the Assistant Directors, the Number One Men, and the Bureau Supervisors listed in the attached memorandum:

Assistant Directors

Letter of assignment written 3/21/50 HHC

Mr. Tracy	- Cincinnati
Mr. Clegg	- Charlotte
Mr. Glavin	- Pittsburgh
Mr. Nichols	- Richmond
Mr. Belmont	- New Haven
Mr. Rosen	- Norfolk
Mr. Harbo	- Knoxville

Other Bureau Officials

Letter of assignment written 3/21/50 HHC

Q. Tamm	- Buffalo
N. P. Callahan	- Albany
J. J. McGuire	- Louisville
L. L. Laughlin	- Atlanta
C. E. Hennrich	- Birmingham
E. E. Hargett	- Memphis
J. A. Carlson	- Springfield
J. P. Mohr	- Milwaukee
G. A. Nease	- Indianapolis

In view of the fact that some of the offices listed above were suggested in my memorandum of March 2, 1950, as tentative assignments for Messrs. K. R. McIntire, F. H. McIntire, J. A. Sizoo, H. B. Long, B. C. Brown and G. C. Gearty of the Training and Inspection Division, the following suggested assignments are being recommended for these men:

Letter of assignment written 3/21/50 HHC

J. A. Sizoo	- Baltimore (recheck); Cleveland
B. C. Brown	- St. Louis; Little Rock
H. B. Long	- Administrative Div. (with Mr. Egan's Wash. Field)
G. C. Gearty	- Omaha; Kansas City
K. R. McIntire	- Savannah
F. H. McIntire	- Dallas

Before being assigned to conduct any inspections, the above officials who have not had previous experience on field inspections, other than Assistant Directors, will be assigned to assist Mr. Naughten or Mr. Gurnea on a regular inspection in order to give them the necessary experience.

NHM:BG

Attachment

MAILED 5
MAR 22 1950
COMM - FBI

67-030-1536

FEDERAL BUREAU OF INVESTIGATION

WASH. FIELD

With reference to Mr. Gurnea's and Mr. Naughten's assignments, the following are being recommended:

Mr. Gurnea

Present Assignments:

Security Division (recheck)
London, Paris & Madrid Liaison Offices

Second Trip:

Butte
Anchorage
Salt Lake City
Denver

Third Trip:

Seattle
Portland
San Francisco

Mr. Naughten:

Present Assignments:

Albuquerque

Second Trip:

Philadelphia (recheck)

Mobile

Miami

San Juan

Third Trip:

Boston
Detroit
Chicago
Minneapolis
Newark

Fourth Trip:

Los Angeles
Honolulu
Houston
New Orleans

Fifth Trip:

New York

*Let to
Naughten
3/28/50
H*

*5-15
2-10
H*

MR. H. H. CLEGG

April 7, 1950

DIRECTOR, FBI

J. A. SIZOO

SPECIAL AGENT

GENERAL IN-SERVICE COURSE 3/20/50 TO 3/31/50

The above-named Special Agent attended the above General In-Service Training Course and attained the following grades:

Double Action Course	80
Practical Pistol Course	90
Shotgun (Skeet)	11/25
.30 Rifle	97
Machine Gun	95

The firearms grades with the exception of the Shotgun Skeet Course have been entered on Agent Sizoo's field firearms training record.

cc: SA J. A. Sizoo
Training and Inspection Division

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. room _____
Nease _____
Gandy _____

HLS:des

APR 11 1950

100-111111

April 6, 1950

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on March 17, 1950.

This report reflects that you have no disqualifying physical defects.

The electrocardiogram afforded you in this connection was within normal limits.

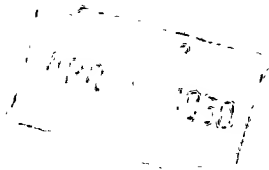
The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover
Director

CC-Mr. H. W. Clegg
HLS:cmh

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____



[Handwritten signatures and initials]

c

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. CLEGG *H. B. Long*

DATE: June 23, 1950

FROM : MR. H. B. LONG *H. B. Long*SUBJECT: MR. J. A. SIZOO
SPECIAL AGENT --
TRAINING AND INSPECTION DIVISION

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Carson	_____
Mr. Egan	_____
Mr. Gurnea	_____
Mr. Harbo	_____
Mr. Mohr	_____
Mr. Pennington	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Holmes	_____
Miss Gandy	_____

Special Agent Sizoo participated in various phases of the inspection of the Administrative Division from April 17 to June 20, 1950. He, together with another Agent, handled the inspection of the Personnel Section and, in addition, Agent Sizoo made inquiry into an alleged personnel problem in the Payroll Preparation Unit of the Budget and Accounting Section. This personnel problem consumed considerable time and was a difficult problem to handle. Mr. Sizoo is very objective in his approach to matters, seeks facts and is governed by them. He displayed considerable interest and enthusiasm in the work. In addition, he prepared the summary report for the Personnel Section. He did not handle any of the usual inspection personnel interviews. It is thought that Mr. Sizoo did an excellent job.

HBL:lls

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *Vm*

FROM : H. H. CLEGG *0*

SUBJECT: JOSEPH A. SIZOO,
SEAT OF GOVERNMENT;
AIDE TO INSPECTOR *W. H. H.*

DATE: 7/24/50

Tolson _____

Ladd _____

Clegg _____

Glavin _____

Nichols _____

Rosen _____

Tracy _____

Harbo _____

Mohr _____

Tele. Room _____

Nease _____

Gandy _____

Mr. Sizoo assisted Mr. Naughten during the recent inspection at Miami. Sizoo has had previous aide experience and helped Mr. Naughten at Chicago several years ago. It was observed that Sizoo applied himself seriously and to excellent advantage. He maintained an entirely constructive and impersonal attitude throughout the inspection, giving evidence of an ability to analyze a situation and to arrive at a realistic conclusion. His judgment was found to be above average in the handling of assignments given him.

Immediately following the Miami inspection, Sizoo proceeded to Birmingham to conduct his own inspection there. It is believed that Sizoo is competent to handle assignments of this type.

TEN:BG

11 AUG 1 1950

67-51042-220

SEARCHED _____

SERIALIZED _____

INDEXED _____

FILED _____

JUL 27 1950

FBI - BIRMINGHAM

November 16, 1950

0
Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

~~PERSONAL AND
CONFIDENTIAL~~

Dear Sir:

The Bureau's attention has been directed to the fact that you recently approved for transmittal to the Department of Justice a memorandum concerning [redacted] which failed to include available public source information from the files of the Bureau which information you had been made aware of by separate memorandum. The information from public sources should certainly have been furnished to the Department under the rules of the Bureau and was pertinent to the subject of the Department's inquiry. In addition, it has been noted by the Bureau that the memorandum which you approved for transmittal contained a statement that no derogatory information identifiable with [redacted] was contained in the Bureau files whereas it appears that the public source information then available was not only pertinent information concerning [redacted] but was of a derogatory nature. The failure to advise the Department fully of the information available in this instance was as you know a source of embarrassment to the Bureau.

It is hoped that it will not be necessary to bring this matter back to your attention again.

Very truly yours,

Tolson
Ladd
Clegg
Glavin
Nichols
Rosen
Tracy
Harbo
Belmont
Mohr
Tele. Room
Nease
Gandy

MAILED 10
NOV 17 1950
COMM - FBI

HVK:gt

RECEIVED
U. S. DEPT. OF JUSTICE
NOV 17 10 37 AM '50
DIRECTOR
J. Edgar Hoover
Director

leg jr

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

~~returned~~

~~Key~~ Fifth Floor Master Key

RETURNED

Key to Room ~~53~~ 5261

R E A D

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE
PER *[Signature]*
2 SEP 23 1950

Joseph A. Sizoo
Very truly yours,

Joseph A. Sizoo *67*

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: July 28, 1950

FROM : SAC, Miami

~~PERSONAL AND CONFIDENTIAL~~SUBJECT: Inspection
Miami Office
June-July, 1950

I feel that I should write the Bureau concerning the inspection of the Miami Division which was just recently completed by Inspector THOMAS E. NAUGHTEN, assisted by Special Agents JOSEPH A. SIZOO, G. MYRTWIN ALDERSON, [redacted] BOOKS P. SHETTER and GEORGE H. TREADWELL.

This inspection was in the opinion of the writer handled in excellent fashion in every respect and the conduct of Inspector NAUGHTEN and his aides measured up in every way to the highest Bureau standards. Due to Inspector NAUGHTEN'S very competent and adroit arrangements, there was a minimum of disruption of the work of the office and this was particularly appreciated in connection with the stenographic and typing work.

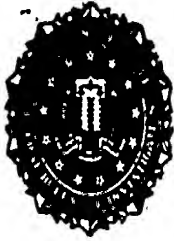
The inspection was exceedingly thorough and most valuable to the writer and to the entire personnel of this Division. Constructive criticism was made which will in my opinion very definitely improve the operations of this Division. Errors and delinquencies were, of course, brought to light, and it is believed that these errors can be avoided in the future due to the particularly constructive and cooperative manner in which the inspection was handled. I was particularly impressed with the spirit of helpfulness and the obvious desire to further the best interests of the Bureau in connection with the entire operation.

CHC:JHK

67-985-1-77	
Controlled
Numbered 34
Index
4 AUG 1 1950	
FBI - MIAMI	

Naughten

Worth *Hayes*



United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Dorothy T. Sizoo Relationship Wife Date Aug. 16, 1950
Address 4731 Old Dominion Drive, Arlington, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Dorothy T. Sizoo Relationship Wife Date Aug. 16, 1950
Address 4731 Old Dominion Drive, Arlington, Va.

ack

Very truly yours,

Joseph A. Sizoo
Special Agent

3/WRG

DM

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO Director, FBI

DATE: August 2, 1950

FROM SAC, Birmingham

SUBJECT INSPECTION

~~PERSONAL AND CONFIDENTIAL~~

Inspector J. A. SIZOO just completed an inspection of the Birmingham Office. This inspection was conducted by Inspector Sizoo in a most thorough manner. He was very fair but still conscientious and contributed a considerable help to me and to the administration of the Birmingham Office. Inspector Sizoo and his aides conducted a very businesslike inspection without affecting the normal operation of the office, and he indicated to me that he has a thorough knowledge of his work and was well organized.

GLK:rlg

2 AUG 13 1950

January 25, 1951

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$8000 per annum to \$8200 per annum in Grade GS 13, effective January 21, 1951.

Sincerely yours,

John Edgar Hoover
Director

CC-Mr. Tolson (Personal Attention)
Movement

JW:dmp

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

16 FEB 7 1951
57045-222
3/5
I
K
RW
L
JAN 26 1951
K
JAN 26 1951

1. Agency and organizational designations DEPARTMENT OF JUSTICE		2. Payroll period	3. Block No.	4. Slip No.
5. Employee's name MR. JOSEPH A. STEG		6. Grade and salary GA 08-13 \$3000		
PAY ROLL CHANGE DATA				
	BASE PAY	OVERTIME	GROSS PAY	RET. TAX BOND NET PAY
7. Previous normal				
8. New normal				
9. Pay this period				
10. Remarks:		11. Approved by <i>[Signature]</i>		12. Prepared by
				13. Audited by
<input checked="" type="checkbox"/> Periodic step-increase. <input type="checkbox"/> Pay adjustment. <input type="checkbox"/> Other step-increase				
14. Effective date 1-21-51	15. Date last equivalent increase 7-24-49	16. Old salary rate \$2800	17. New salary rate \$3000	18. (a) Efficiency rating is good or better than good and service and Efficiency rating - Sat. (b) 60 JAN 31 1951 (SIGNATURE OR OTHER AUTHENTICATION) <i>[Signature]</i>
19. Suspense date 1-17-51				
20. LWOP data (Fill in appropriate spaces covering LWOP during following periods): Period(s): <input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP				
STANDARD FORM NO. 1126a Form prescribed by Comp. Gen., U. S. Feb. 3, 1950, General Regulations No. 102				

PAY ROLL CHANGE SLIP—PERSONNEL COPY

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. D. M. LADD

DATE: November 11, 1950

FROM : A. H. BELMONT

SUBJECT: MEMBERSHIP ON THE SUBVERSIVE ACTIVITIES CONTROL BOARD UNDER THE INTERNAL SECURITY ACT OF 1950

Tolson _____
 Ladd _____
 Clegg _____
 Glavin _____
 Nichols _____
 Rosen _____
 Tracy _____
 Harbo _____
 Belmont _____
 Mohr _____
 Tele. Room _____
 Nease _____
 Gandy _____

b6

PURPOSE:

Security Division

By memorandum dated November 7, 1950 (received in the Bureau November 9, 1950) from Peyton Ford, Deputy Attorney General, to the Director in the above-captioned matter, Mr. Ford makes reference to two informative memoranda submitted to the Department concerning the persons mentioned for membership on the Subversive Activities Control Board under the Internal Security Act of 1950. Mr. Ford's memorandum particularly refers to information furnished on [redacted]. This memorandum refers to the fact that the Bureau furnished information in a memorandum dated October 20, 1950, in which it was reported that no derogatory information identifiable with [redacted] is contained in the FBI files, and further that the memorandum dated November 4, 1950, the Bureau's memorandum to the Department, added that [redacted] was a sponsor, along with others, of Owen Lattimore and Harrison Salisbury at a talk on February 17, 1947, on the subject of "Some Russian-American Issues," also her connection with an open letter addressed by numerous individuals to Senator Joseph C. O'Mahoney urging withdrawal of his amendment to certain legislation which would require investigations by the FBI of holders of Atomic Energy Commission Fellowships.

INDEXED 21
 On Mr. Ford's memorandum of November 7, 1950, the Director queried, "What about this? H."

149 000 - 1199

7

BACKGROUND:October 20, 1950, Memorandum

On October 19, 1950, [redacted] of the Department telephonically requested Mr. D. M. Ladd to conduct a name check of [redacted]. At that time [redacted] indicated that the name check was requested by the White House. A search of the files was made immediately, and a memorandum was submitted from Mr. Belmont to Mr. Ladd setting forth the following points:

1. No investigation has been conducted by the Bureau concerning [redacted]

Attachment

OH B:hke

NPS

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b6

2. Bureau files reflect that [redacted] was one of approximately twenty patrons sponsoring the appearance of Owen Lattimore, Director, Johns Hopkins International Relations, and Harrison Salisbury, United Press Foreign Editor and former Moscow Correspondent, before the Eryn Mawr Endowment Committee in Washington, D. C., on February 17, 1947, to discuss Russian-American issues. (100-349086-1)

b6

3. The files further reflected a press release of the Federation of American Scientists dated July 18, 1949, reflecting that [redacted] General Director of the American Association of University Women, was among numerous individuals directing an open letter to Senator Joseph C. O'Mahoney urging the withdrawal of his amendment which would require FBI investigations of all holders of Atomic Energy Commission Fellowships whether or not they had access to information essential to the nation's military security. The letter pointed out that the proposed amendment was "dangerous because it clearly is based upon the principles that Federal support carries with it the power and obligation on the part of the Government to investigate the political attitudes and associations of recipients of Federal grants." (100-344452-281, page 28)

b6

4. This memorandum also pointed out that the above-mentioned Items 2 and 3 were not included in the memorandum to Mr. Ford, inasmuch as neither the Eryn Mawr Endowment Committee nor the Federation of American Scientists has been cited by any Governmental agency as being within the purview of Executive Order 9835 and in view of the lack of any other information indicating any disloyal or subversive associations on the part of [redacted]

b6

5. A memorandum dated October 20, 1950, was sent to Peyton Ford stating in part, "No investigation has been conducted by the FBI concerning [redacted] and no derogatory information identifiable with her is contained in FBI files."

November 4, 1950. Memorandum

On October 21, 1950, the day following the submission of the above-mentioned memorandum to the Department, Mr.

[redacted] advised Mr. D. M. Ladd that he, [redacted] and four other individuals will probably be named to the Subversive Activities Control Board under the Internal Security Act of 1950 on Monday, October 23, 1950. The other individuals named were [redacted].

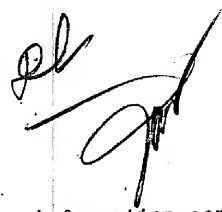
Accordingly, the Bureau files were searched concerning these additional individuals and blind memoranda on these five individuals were prepared and furnished to the Director on November 1, 1950. Instructions were issued to furnish these five blind memoranda to the Attorney General. Accordingly, by memorandum dated November 4, 1950, the Attorney General was furnished with the blind memoranda concerning these five individuals, including the write-up on [redacted]. The memorandum of transmittal again reiterated that no investigation has been conducted by the FBI concerning [redacted]. This same memorandum to the Attorney General further advised that at the request of Mr. Donald Dawson, Administrative Assistant to the President, investigations are being instituted concerning [redacted] and [redacted]. This investigation on [redacted] is being conducted at the present time.

The write-up furnished the Attorney General on November 4, 1950, concerning [redacted] set out some biographical data concerning her, which is contained in "Who's Who, 1950-1951." This memorandum also included Points 2 and 3 set out above showing her sponsorship of Owen Lattimore and her participation in the open letter to Senator O'Mahoney concerning the FBI investigations of Atomic Energy Commission Fellowships. Also included in this write-up was information carried in an article by Westbrook Pegler in the November 1, 1950, issue of the Washington "Times-Herald" to the effect that President Truman had recently appointed a "loaded board of partisans to pretend to control Communist treason in the Government." The article by Pegler continued, stating that, "In the present instance Truman has appointed [redacted] whose brother is Democratic boss in Indiana. Her qualifications, if any, for the job are beclouded by the fact that she was mentioned as a participant in a National Conference on the German problem held in New York in March, 1947. This was a rally to whoop for the Morgenthau plan to withdraw all American and British soldiers from Germany and leave the job to Russia and her Iron Curtain countries. . ."

RECOMMENDATION

If you approve, the attached letter will be forwarded to Mr. Peyton Ford.

Attached is the explanation of Supervisor J. P. Mansfield, regarding his handling of this matter. Although, as he points out, neither the Bryn Mawr Endowment Committee nor the Federation of American Scientists had been cited as subversive, the statement in his memorandum to the Attorney General that "no derogatory information identifiable with her is contained in FBI files" was unnecessary. It is suggested that a letter of caution be directed to him.



11/13/50
ADDENDUM BY MR. TOLSON:

I have reviewed the foregoing. The information concerning [redacted] obviously was public source information and under the rules of the Bureau should have been furnished to the Department as pertinent to the request for a name check. The supervisor attached a memorandum pointing out that we had the information in our files concerning [redacted] and it was his judgment that it should not be disseminated because neither the Bryn Mawr Endowment Committee nor the Federation of American Scientists had been cited as subversive. I think the supervisor used poor judgment in deciding not to send the information to the Department. In mitigation, however, he pointed the matter out specifically in his cover memorandum. I think he should receive a letter of censure for not sending the material to the Department in his memorandum of October 20 and for the gratuitous statement to the effect that "no derogatory information identifiable with her is contained in FBI files." There is no question in my mind but that it was pertinent information and that it was of a derogatory nature.

b6

Fred J. O'Connell
The memorandum in question to Mr. Ford was initialed by Supervisor Bartlett for Mr. Keay in the Correlation Section, by Mr. Baumgardner for Mr. Belmont (Baumgardner is Section Head of the

Internal Security Section), by Assistant Director Ladd, by Mr. Sizoo, who reviews Investigative Division's mail and by J.P. Mohr. I think each one of these individuals should receive a letter of censure because of the improper manner in which this matter was handled.

I think the memorandum for Mr. Ford should go forward.

CT:DSS

Def. Counsel
Mr. Mohr
Mr. Ladd
Mr. Sizoo
Mr. Nichols
Mr. Boardman
H/16/53 H/16/53

Office Memorandum • UNITED STATES GOVERNMENT

TO : W. R. GLAVIN *W.R.G.*
 FROM : H. L. EDWARDS *H.L.E.*
 SUBJECT: NAVAL PHYSICAL EXAMINATIONS
 SEAT OF GOVERNMENT OFFICIALS

DATE: October 31, 1950

Mr. [unclear]
 Tolson
 Ladd
 Clegg
 Glavin
 Nichols
 Rosen
 Tracy
 Harbo
 Belmont
 Mohr
 Tele. Room
 Nease
 Gandy

Reference is made to the Director's routing slip of October 30, 1950, requesting a list of all members of the Executives Conference and the dates of their last Naval physical examination. The information is submitted herewith.

	Date of last physical	Scheduled date for current physical
D. M. X Ladd	9-15-48 ✓	11-6-50
A. H. X Belmont	5-18-49 ✓	11-6-50
H. H. X Clegg	12-10-48 ✓	11-2-50
W. R. X Glavin	6-28-49 ✓	10-31-50
R. T. X Harbo	3-3-50 ✓	
J. P. X Mohr	9-28-48 ✓	11-6-50
G. A. X Nease	3-10-50 ✓	
L. B. X Nichols	1-4-49 ✓	On return from annual leave
A. X Rosen	3-3-50	
J. A. X Sizoo	3-17-50	
S. J. X Tracy	3-10-50	

As you know, the policy was changed on February 17, 1950, to provide Naval physical examinations on an annual basis rather than every two years as theretofore so far as concerns Agent personnel at the Seat of Government. This policy followed the death of former Special Agent Supervisor C. C. Nelson who was assigned to the Investigative Division when he passed away at his desk from a heart attack.

Every effort will be made to keep the Seat of Government personnel current on their Naval physicals. However, I do wish to point out that we are using the Naval facilities at Bethesda and Quantico practically to the limit of capacity in view of the heavy influx of New Agents Training Classes and also the fact that the Training Class has been cut down to six weeks duration. I have talked with the medical examiner at Bethesda in order to make arrangements for increasing the number of men who can be examined daily out there and we may have to revise the routine at Bethesda in order to provide for examining several more men each day. At the present time, however, we have been able to keep abreast of the Naval physical examinations for Trainees.

HLE:JC

Learn =
 This has not been properly handled. Under the changed policy, Ladd, Belmont, Clegg, Glavin, Mohr, Nichols should have been examined early in 1950.

10-31-50
 Ladd
 Clegg
 Glavin
 Nichols
 Rosen
 Tracy
 Harbo
 Belmont
 Mohr
 Tele. Room
 Nease
 Gandy

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Clegg

FROM : F. H. McIntire

SUBJECT: ~~INSPECTIONS AND SURVEYS~~

DATE: 8/30/50

Tolson _____

Ladd _____

Clegg _____

Glavin _____

Nichols _____

Rosen _____

Tracy _____

Harbo _____

Mohr _____

Tele. Room _____

Nease _____

Gandy _____

Purpose

To call to your attention the present picture as far as inspections and surveys are concerned and to make certain recommendations relative to our inspection and survey plans for the future.

Inspections

At present the Bureau's only full-time field inspector is Inspector Naughten. The average time required to conduct a field inspection is at least three weeks per inspection. One Inspector, therefore, can conduct about 15 or 16 inspections per year. During the fiscal year 1950, 21 regular field inspections and 4 recheck or spot check field inspections were conducted.

We have not, during the recent past, and are not at present achieving our goal of inspecting each office annually. At the present time there are 9 offices that have not been inspected in over two years, namely Kansas City, Pittsburgh, Albany, New Haven, Boston, Charlotte, Cleveland, Denver and Newark. There are 16 offices that were last inspected between 18 months and two years ago, namely Anchorage, Norfolk, Richmond, Honolulu, Los Angeles, New Orleans, Butte, Detroit, Salt Lake City, Minneapolis (inspection to start 8/31/50), Omaha, Houston, St. Louis, Savannah, Atlanta, and Dallas. There are two offices, namely Little Rock and Indianapolis, which were last inspected between one year and 18 months ago. The remaining 25 offices have been inspected during the past year.

On 3/14/50 each Assistant Director, each #1 Man and other specific Bureau supervisors were assigned to conduct at least one inspection. A total of 25 field offices were so assigned. Since that time 4 such field offices have been inspected, namely those assigned to Messrs. Harbo, Carlson, K. R. McIntire and Sizoo. Three of the remaining offices, namely those assigned to Messrs. Tracy, Tamm and Mohr have been inspected during the past year and are not due for another inspection until the latter part of this year. Mr. Tamm and Mr. G. C. Gearty have, by assisting on a regular inspection, qualified themselves to conduct the inspections assigned to them. The other officials, other than Assistant Directors, who are required to assist on a field inspection prior to conducting the inspection assigned to them have not qualified themselves in this respect. They have been advised in advance of pending nearby inspections but have been unable to get away from their regular assignments.

Surveys

Your memorandum to Mr. Tolson dated 7/21/49, which the Director

FHM:mfc

approved, recommends the assignment of three men to the Training Division to conduct surveys in the various Divisions similar to the work being done at that time by Mr. Long. Messrs. B. C. Brown, G. C. Gearty and J. A. Sizoo were transferred to the Training Division for this purpose. Messrs. Brown and Sizoo arrived 12/27/49 and Mr. Gearty arrived 2/28/50. These three men, along with Mr. Long, were given the following Divisions in which to conduct continuous surveys - Mr. B. C. Brown: Training Division; Investigative Division and Laboratory Division; Mr. G. C. Gearty: Identification Division; Mr. J. A. Sizoo: Administrative Division and Records and Communications Division; Mr. H. B. Long: Security Division.

These men were given indoctrination training in the Divisions assigned to them. Their specific assignment was to conduct surveys of problems found by themselves and problems referred to them by the various officials in the Divisions assigned to them and to take remedial action. In practice it has been found that these men have spent a greater majority of their time on other types of surveys than they have on the type of work originally planned. As a result of these special assignments these men have not had an opportunity to become as well acquainted with the problems of the Divisions assigned to them as they should. Following is a summary of the work performed by these men under the survey plan, as well as an estimate of the time spent on these surveys.

B. C. Brown - Mr. Brown, who was assigned to this Division 12/27/49, has spent approximately 3 or 4 weeks since that time on general survey work in the Divisions assigned to him. Surveys handled by him have been:

- a. Distribution of Identification Orders and Wanted Fliers. This resulted in instructions to the field that Agents could be more selective in their retention of IOs and Wanted Fliers.
- b. Routing of conference teletypes. This survey showed that the most economical and efficient conference groupings were not being made by the field. New instructions were sent to the field and supervision of conference teletypes at the SOG has tightened considerably. This will undoubtedly result in considerable financial saving to the Bureau.
- c. Preparation, handling and storage of negatives of evidence photographed by the Bureau. The goals of this survey were to reduce the costs of operating the photographic laboratory and to solve the problem of storage of negatives. This survey is still continuing with certain experiments being conducted by the Laboratory Division. When all have been completed the over-all problem should be materially improved.

Other surveys conducted by Mr. Brown which have been specifically assigned and which do not necessarily come under the survey program as planned are:

- a. Survey of Fraud and Accounting Section, Investigative Division, resulted in consolidation of the duties of two section chiefs and the resultant release of one man for other assignment.
- b. Personnel survey for Criminal Informant Desk, Investigative

Division.

- c. Destruction of Records Survey.
- d. Reduction of paper work survey.
- e. Report writing survey.
- f. Review of Owen Lattimore brief.
- g. Security checks of Justice Building.
- h. Auditing Bureau tours.
- i. Survey of Criminal Section, Investigative Division.
- j. Assisted on desk of Inspector J. A. Carlson in Mr. Tolson's office.
- k. Survey of ticklers, Training Division.
- l. Survey of War Plans material.
- m. National Academy file review.

G. C. Gearty - Mr. Gearty arrived in the Training Division 2/28/50 and has spent approximately three weeks on actual survey work since his assignment. His work under the survey program consists of:

- a. Survey of Single Fingerprint File.
- b. Survey of indexing, Card Index Section.
- c. Survey of General Appearance File.

Other assignments handled by Mr. Gearty not in line with the survey program were:

- a. Assisting Mr. Glavin on special survey in Identification Division.
- b. Survey of savings based on employees' suggestions.
- c. Survey of procedures in handling general correspondence, Crime Records Section.
- d. Survey of report form.
- e. Inspector's aide, Philadelphia Inspection.
- f. Inspector's aide, Chicago Inspection.
- g. Reviewing self-inspection reports.
- h. Reviewing Lattimore brief.
- i. Preparation of annual report.
- j. Review of National Academy files.
- k. Audits of tours.

H. B. Long - Mr. Long has been assigned to this survey program since its inception. Since August 1949 Mr. Long estimates that he has spent approximately one week on the general survey program. During this week he surveyed:

- a. Central Research Desk.
- b. Security Index Program.

Other work performed during this period includes:

- a. Inspection, Identification Division.
- b. Inspection, Administrative Division.
- c. Survey of personnel needs, Espionage, Security Division.
- d. Survey of personnel needs, Special Inquiry Section, Investigative Division.

- e. Survey of delayed handling of particular piece of mail.
- f. Attendance, two special conferences on security matters.
- g. Handling Inspector's Aide training class.
- h. Review of brief of Lattimore case.
- i. Reviewing and briefing National Academy files.
- j. Preparation of instructions, monthly field inspection of automobiles.
- k. Survey to reduce paper work.
- l. In-Service training.
- m. Survey of Laboratory ticklers.
- n. Survey in connection with Senator Lodge's comments on loyalty cases.
- o. Field survey, Bureau war plans.
- p. Relief, Section Chief, Inspection and Planning Section.

Mr. J. A. Sizoo - Mr. Sizoo was assigned to the Training and Inspection Division on 12/27/49 and has spent approximately two weeks on actual survey program since that time. During this period he conducted the following work:

- a. Indoctrination tours of Divisions assigned to be surveyed.
- b. Conferred with Mr. Waikart on survey procedures for Records and Communications Division.
- c. Conference with Mr. M. A. Jones.
- d. Collaboration on information for the Bureau of Budget on the Bureau's management and improvement program with Mr. A. P. Gunsser, Administrative Division.

In addition to the above, Mr. Sizoo's time has been occupied in part as follows:

- a. Assisting on self-inspection, Training Division.
- b. Survey on destruction Bureau records.
- c. Survey on use of pink memoranda in the Bureau.
- d. Survey re personnel needs, Records Section.
- e. Survey re additional personnel needs, Crime Records Section.
- f. Attending In-Service.
- g. Survey on correlation of information in Bureau files.
- h. Assisting on the inspection of the Administrative Division.
- i. Survey re delayed handling of particular piece of mail, Administrative Division.
- j. Survey re location of emergency Bureau headquarters.
- k. Assisted in inspection Miami office.
- l. Conducted inspection of Birmingham office.
- m. Assignment on Mr. Carlson's desk in Mr. Tolson's office.

Conclusions

A. Inspections

1. The plan to have Assistant Directors, #1 men and specific supervisors conduct field inspections is not materially reducing the inspection delinquency. 25 such inspections were assigned 3/14/50, to be conducted during

this year. 4 of these inspections have been conducted to-date.

2. With only one full-time field inspector we cannot hope to come anywhere near inspecting each office once each year even if the Bureau officials do conduct the inspections assigned to them. An inspector with no interruptions other than Annual Leave can inspect on the average of 15 or 16 offices per year.

3. That the equivalent of three full-time inspectors are needed to handle field inspections. This does not take into consideration the handling of major cases and specials.

B. Surveys

1. The men assigned to do survey work have been used a majority of the time on work other than that for which they were transferred to the Training Division.

2. That these men have been fully occupied.

3. That the accomplishments of the survey men, considering the time they have been able to spend on survey work, are satisfactory.

4. That the achievements of these survey men could be increased if they were permitted to do only survey work.

5. That better results could be obtained to the Bureau by more frequent full inspections of each Division, say once each year or 18 months, than will be obtained under the survey system as it is operating today. (As evidence of this, the recent full inspection of the Administrative Division resulted in clearing up a bad personnel situation, the reduction of personnel in one Section by 4 employees with an increase in efficiency, the consolidation of the various Bureau machine accounting equipment into one unit, as well as other accomplishments.)

Recommendations

1. That the matter of inspections by Assistant Directors, #1 men and specific Bureau supervisors be discussed at the Executives Conference and that it be determined whether or not the present international situation should have any effect on their conducting these inspections. If these inspections are to be conducted as assigned, that the Assistant Directors endeavor to conduct their inspections in the near future and that they release their #1 men to assist on an inspection in order that they may qualify themselves to conduct the inspections assigned to them, before the end of this year.

2. That another full-time field inspector be secured and assigned to the Training Division. The following are suggested for consideration: These men were selected from the list of single SAC's, ASAC's and Inspector's Aides.

(A) MR. JOSEPH E. THORNTON, SAC, Boston, single, age 44. Mr. Thornton has had experience as a Field Inspector, has had wide Field administrative and investigative experience, has been recommended by Mr. Gurnea for the position of Inspector, and the Director has noted that he is capable of taking on more responsibility.

(B) MR. GEORGE R. MCSWAIN, SAC, Chicago, divorced, age 39. Mr. McSwain has had inspection experience, has had wide Field investigative and administrative experience, has Excellent efficiency ratings, and has been recommended by Mr. Gurnea for the position of Inspector. (It is realized that Mr. McSwain is in charge of one of the Bureau's very important offices.)

The following could be considered on a long-range program to be trained for inspection work:

(A) JOHN HENRY WILLIAMS, SAC, Anchorage, single, age 38. Mr. Williams has had inspector's aide experience, has received Excellent ratings as an Agent and Very Good ratings as an SAC, appears to be aggressive and to possess the qualities that would eventually make him a good Inspector. *I agree HHC*

(B) WILLIAM E. CLARK, Supervisor, Administrative Division, single, age 36. Mr. Clark is presently in Grade GS-12, has an excellent record in the Administrative Division, but has had limited Field experience. *I agree HHC*

(C) EDWARD JOHN MARTIN, assigned to Chicago Division, single, age 36. Mr. Martin is presently in Grade GS-12, has served as Legal Attache, has had extensive inspector's aide training, and is reported to be an Excellent Aide. *Da 8/11*

(D) JOHN A. CIMPHERMAN, Legal Attache, London, single, age 42. Mr. Cimperman is in Grade GS-14, has a very good record but has had limited Field experience. *no file*

3. It is recommended that the survey program be altered (since the men are not being permitted to spend a major portion of their time on surveys) and that the four men assigned to do this work be utilized as follows:

A. Each be assigned 5 or 6 Field inspections each year. (These assignments to be staggered so that not more than 2 of the men would be used on inspections at any one time.)

B. That the remainder of their time be occupied in conducting SOG inspections and special assigned surveys and projects at the SOG and in the Field.

4. It is recommended that the frequency of SOG inspections be accelerated in order that each Division would be inspected at least once each 18 months. It is believed that these inspections would assist the Assistant Directors in improving their Divisions and in maintaining them at a high degree of efficiency. The survey men would be used on these inspections.

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: October 4, 1950

FROM : J. P. MOHR

SUBJECT: CALL FROM BASEBALL COMMISSIONER A. B. CHANDLER

Security Division

Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Hendon
Mr. Pennington
Mr. Quinn
Mr. Nease
Miss Gandy

Reference is made to the attached memorandum dated October 4, 1950 from Mr. Belmont to Mr. Ladd regarding a telephone call from the Philadelphia Office at 8:40 P. M. October 3, 1950 which was received by Special Agent-Supervisor C.A. X Moynihan to the effect that Baseball Commissioner A. B. Chandler had called the Philadelphia Office requesting that the Director 'phone him. Commissioner Chandler left his address - Suite 808, Bellevue Stratford Hotel, Philadelphia, telephone Pennypacker 5-0700, with the Newark Office. Mr. Moynihan, in his memorandum, stated that the request of Mr. Chandler was called to Mr. Ladd's attention at the time the call was received.

The Director has inquired where the original of the memorandum was since the Director only received a carbon copy at 10:37 A. M. this morning. You inquired as to why it took until 10:37 for the Director to receive a copy of the memorandum and why he did not receive the original shortly after 9:00 A. M. this morning.

I have checked into this matter and wish to report as follows:

Special Agent Supervisor Moynihan stated that at the time he received the call from Mr. Chandler he immediately telephoned Mr. Ladd. He also prepared a rough draft copy of the memorandum and at midnight when he went off duty he left the rough draft with the midnight Supervisor, Special Agent [redacted] with instructions that he have it promptly typed up in the morning. Moynihan said it was his recollection that he put a special tag on the rough draft memorandum.

The midnight Supervisor, Special Agent [redacted] was telephonically contacted at home and he stated he recalled receiving the rough draft memorandum from Agent Moynihan but it did not have a special tag on it but he believes that Moynihan may have said something about having it promptly typed up in the morning. [redacted] said he did not place a special tag on the rough draft copy of the memorandum since he noted in it that the information contained therein had been telephonically brought to the attention of Mr. Ladd previously and that the memorandum was being submitted for informational purposes only.

I talked to [redacted] the stenographer in the Security Division front office, who states that when she came in at 9:00 A. M. this morning the rough draft memorandum was in the middle of her desk. Since there was no special tag on it and she had other

expedite special work to do she did not get around to typing it up until some time between 10:00 and 10:30 A. M. She thereafter took it to Mr. Leo Laughlin. *This is too long a delay*

Mr. Leo Laughlin stated that as soon as he got the memorandum he was sitting at his desk and he initialed it and handed it to a clerical employee to send the original to Mr. Ladd by special messenger and the copy to the Director by special messenger, it being his recollection that he put a special tag on the memorandum at the time. It is noted that the copy was time stamped in the Director's Office at 10:37 today. The original was time stamped in Mr. Ladd's Office at 10:37 A. M. today. The copy of the memorandum was left in Mr. Nease's office, as is the usual practice and it is presumed it was promptly called to the Director's attention. *He should always get the original*

Mr. Ladd's secretary said when the memorandum was received in Mr. Ladd's office it had a special tag on it. Mr. Ladd said the memorandum was received in his office while he was in attendance at the Executives Conference and he initialed it immediately upon his return and it thereafter went to Mr. Sizoo's office, being time stamped in his office at 11:20 A. M.

JA Mr. Sizoo stated that after he came out of the Executives Conference he checked all mail on his desk with special tags, handled it and then went to lunch, in accordance with his usual practice. He said upon his return from lunch he handled the non-special mail on his desk in a routine manner; that he recalled the memorandum in question and it was his recollection that there was no special tag on it but that he placed one thereon and routed it immediately to you. The memorandum was time stamped in your office at 3:04 P. M.

This was not handled properly by Sizoo and he will be so advised
CONCLUSION

From my inquiry it appears that the reason the memorandum did not reach the Director's office shortly after 9:00 A. M. is due to the fact that it was not promptly transcribed in the Security Division. Had it been transcribed promptly the memorandum could have undoubtedly reached the Director's office shortly after 9:00 A. M. It also appears that Mr. Sizoo held the original of the memorandum in his office for too long a period of time but even so it got to his office too late in the day. I have discussed this matter with Mr. Belmont and he agrees that there was too long a delay in handling the matter in the Security Division and he is now arranging to have a stenographer enter on duty at 8:00 A. M. to transcribe memoranda of the night supervisors so that they will be ready to be dispatched before or at 9:00 A. M. at the very latest in the morning.

RECOMMENDATION

It is recommended that the Security Division immediately institute the practice of having a stenographer come in at 8:00 A. M.

in order to transcribe the memoranda of the night supervisors and that the Security Division be certain that there is no delay in promptly transmitting such memoranda to the appropriate Bureau officials at or before 9:00 A. M. in the morning.

yes
2.

W. Snodgrass

JPM:DSS

*I agree with all of
Tillman's observations.*

K.

Prepared by: *dhm*
Checked by: *MLW*
Filed by:

April 10, 1951

0
Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

I am indeed pleased to advise you that you have been recommended for promotion from the position of Special Agent, \$8200 per annum in Grade GS 13, to the position of Inspector, \$8500 per annum in Grade GS 14, effective April 15, 1951.

For your information this promotion is temporary in accordance with Public Law #843, approved September 27, 1950.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

16 APR 14 1951

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U.S. DEPT. OF JUSTICE

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Ladd _____
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Belmont _____
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Tele. Room _____
Nease _____
Gandy _____

CC, Mr. Tolson (Personal Attention)
Mr. J. E. Edwards
Movement Section

JW:dhm
67-57045

MAILED 10
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COMM - FBI

RECEIVED DIRECTOR
FBI
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Fa

TO :MR. LADD

DATE: January 29, 1951

FROM :A. H. BELMONT

SUBJECT: MINIMUM STANDARDS FOR THE HANDLING AND TRANSMISSION OF CLASSIFIED INFORMATION

J.A. Sizoo

Reference is made to memorandum dated January 20, 1951, to Mr. Ladd presenting comments concerning the effect on the Bureau of proposed Minimum Standards for the Handling and Transmission of Classified Information within the Executive Branch of the Government. This memorandum states that the provision "Under no circumstances should 'top secret' material be transmitted by mail or by any means not specified in the preceding paragraph" would not materially affect the Bureau's operations, whereas by further analysis it does appear that the Bureau would have to change its procedures to handle the dissemination of top secret information to its field offices. Although the amount of top secret information sent to the field appears to be very little, this would represent a material difference in the Bureau's operations.

Special Agent [redacted] who prepared the memorandum of January 20, 1951, states as follows:

"The Bureau, from the beginning of the discussions concerning these minimum standards in 1947, has taken the position that the Bureau's system of handling and transmission of classified information has proved to be superior to that used by the Military Services which is basically the minimum standards approved by IGIS. The Department has been notified of this position on various occasions and the correspondence which has been exchanged with the Department concerning these minimum standards indicated, in my interpretation, that the Bureau would be exempted from compliance with the minimum standards on the basis that the Bureau's system more than meets the level of security required by these minimum standards.

"Based on this interpretation of the correspondence, I prepared various memoranda and letters to the Department."

Section Chief V. P. Keay, who read and approved this memorandum states:

"I read and approved the various letters and memoranda regarding the Bureau's approval of the proposed directive on the basis that the Department had exempted us from the operations of the directive, except in so far as we desired to comply. It is obvious that we should have required the Department to give specific approval for not following provisions of the directive materially

AHB:tlc

173
70 JUL 17 1951

MEMORANDUM FOR MR. LADD

"affecting the Bureau's work, such as the necessity for transmitting of secret data via messenger-courier or should have objected specifically to their inclusion. I made an error in accepting the premise that we were generally exempted from the operation of the Directive and in not seeing to it that the memoranda to the Department were changed to cover this."

Mr. Laughlin and I likewise committed an error in approving this memorandum without realizing that the Bureau was not specifically exempted from the provision in question.

You may be sure that the personnel involved realize the necessity for accuracy and will make every effort to avoid a repetition of such errors.

APPENDIX: January 29, 1951

The effect that this communication would have on the Bureau was obviously just missed. There is no excuse and I believe that Agents Saunders, Eady, Laughlin, Elsom, and myself should receive letters of reprimand for this error.

D. M. Ladd

APPENDIX: January 29, 1951

I, too, missed the significance of the regulation in question and the statement made concerning it in the January 20th memo. There is no excuse for it. I should also be reprimanded.

J. A. Sisco



United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY-ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Dorothy T. Sizoo Relationship Wife Date 2-20-51
Address 4731 Old Dominion Drive, Arlington, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Dorothy T. Sizoo Relationship Wife Date 2-20-51
Address 4731 Old Dominion Drive, Arlington, Va.

Very truly yours,

ack
JW
3 MCG
Joseph A. Sizoo
Special Agent

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 4/6/51

FROM : J. P. MOHR

SUBJECT: JOSEPH A. SIZOO
Special Agent Supervisor

Tolson	<input checked="" type="checkbox"/>
Ladd	<input type="checkbox"/>
Clegg	<input type="checkbox"/>
Glavin	<input checked="" type="checkbox"/>
Nichols	<input type="checkbox"/>
Rosen	<input type="checkbox"/>
Tracy	<input type="checkbox"/>
Harbo	<input type="checkbox"/>
Alden	<input type="checkbox"/>
Belmont	<input type="checkbox"/>
Laughlin	<input type="checkbox"/>
Mohr	<input type="checkbox"/>
Tele. Room	<input type="checkbox"/>
Nease	<input type="checkbox"/>
Gandy	<input type="checkbox"/>

Mr. Sizoo entered on duty as a Messenger on July 10, 1935 and was appointed to the position of Special Agent on November 1, 1938. He is presently in Grade GS-13, \$8200 per annum. He is 40 years of age, married and has two children. He has Associate Arts, Bachelor of Arts and Bachelor of Laws Degrees. He is a legal resident of Arlington, Virginia and he has no office of preference.

Mr. Sizoo has served in the Detroit, Huntington and New York Offices as a Special Agent and was a Supervisor in the Security Division from June 15, 1942 until June 1, 1945 when he was designated ASAC at Memphis. He was transferred to the Laboratory on February 1, 1946 when he was placed in charge of the Document Section and on December 27, 1949 he was assigned to the Training and Inspection Division. He was designated to take over the former duties of Mr. Carlson in your office on August 15, 1950.

Mr. Sizoo has an outstanding record in the Bureau's service, has been the recipient of many Excellent Efficiency ratings, he has had field office inspection assignments and training and is a very conscientious individual who endeavors to perform his duties in an above average manner.

There is attached a permanent brief of his file which reflects on October 4, 1950, Mr. Sizoo apparently was responsible for some delay in forwarding a memorandum of a telephone call from Baseball Commissioner A. B. Chandler to the Director's Office. At that time you noted that this matter was not properly handled by Mr. Sizoo and that Mr. Sizoo would be so advised. Mr. Sizoo was informed of this fact.

By letter dated November 16, 1950, he was censured and advised the Bureau's attention had been directed to the fact he had approved for transmittal to the Department a memorandum concerning [redacted] which failed to include available public source information from the files of the Bureau.

Other than the two instances cited, there has been no criticism of Mr. Sizoo's work and as indicated he goes about his duties in your office in a very industrious manner and endeavors to perform his duties in an above average manner. The voluntary overtime which he has performed per day is as follows: October, 2 hours 25 minutes; November, 2 hours 25 minutes; December, 1 hour 48 minutes.

JPM:DW

Mr. J. A. Carlson who formerly occupied the position that Mr. Sizoo now has was in Grade GS-14.

RECOMMENDATION

I recommend that Mr. Sizoo be reallocated at this time to Grade GS-14, \$8800 per annum.

[Signature]

9/29/66
4-6

OK.

H.

J. A. SIZOO

April 18, 1951

Director, FBI

~~PERSONAL AND CONFIDENTIAL~~

PHYSICAL EXAMINATION

This is to advise that you have been scheduled for a physical examination at the United States Naval Hospital, Bethesda, Maryland, on Tuesday, April 24, 1951. Transportation will be furnished you and in this connection, you should report to Room 5517 at 10:30 A.M.

HLE:cmn *cmn*

10 APR 27 1951

57045-225

17

25

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

MAILED 10
APR 19 1951

Vm
RECEIVED
FBI
APR 19 1951

APR 19 9 24 AM '51
U.S. DEPT. OF JUSTICE
DIRECTOR

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

CC-270
(1-1-50)

NAME SIZOO, Joseph A. AGE 40 YEARS, 8 MONTHS
NATIVITY (state of birth) Minn. MARRIED, SINGLE, WIDOWED: M NUMBER OF CHILDREN 2
FAMILY HISTORY Father deceased - Stomach ulcers; Mother living and well;
Sister died at age 13, pneumonia.

HISTORY OF ILLNESS OR INJURY Usual childhood diseases, Tonsillectomy 1933(?)
Headaches - n, nausea associated. -(intermittently)

HEAD AND FACE neg.

EYES: PUPILS (size, shape, reaction to light and distance, etc.) neg.

DISTANT VISION RT. 20/ 13, corrected to 20/

LT. 20/ 15, corrected to 20/

COLOR PERCEPTION Normal AOC 1940

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS neg.

EARS: HEARING RT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

LT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

DISEASE OR DEFECTS neg.

NOSE neg.

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES neg.

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS neg.

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH as indicated.

NONVITAL TEETH

PERIAPICAL DISEASE

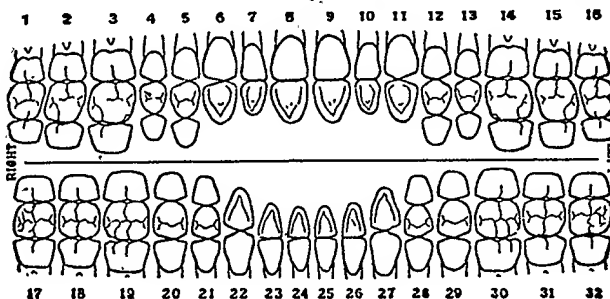
MARKED MALOCCLUSION

PYORRHEA ALVEOLARIS

TEETH REPLACED BY BRIDGES

DENTURES

REMARKS



s/S. A. Grady, LeDr, (DC) USN

(Signature of Dental Officer)

Robert, slightly-overweight.

GENERAL BUILD AND APPEARANCE

TEMPERATURE

HEIGHT 67 1/2

WEIGHT 165

RECENT GAIN OR LOSS, AMOUNT AND CAUSE Gained 10 lbs. in last 9 months.

SKIN, HAIR, AND GLANDS neg.

NECK (abnormalities, thyroid gland, trachea, larynx) neg.

SPINE AND EXTREMITIES (bones, joints, muscles, feet) neg.

THORAX (size, shape, movement, rib cage, mediastinum) neg.
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. neg.
x-ray neg.
CARDIO-VASCULAR SYSTEM neg.
HEART (note all signs of cardiac involvement) neg.

PULSE: BEFORE EXERCISE 76 BLOOD PRESSURE: SYSTOLIC 128
AFTER EXERCISE 80 DIASTOLIC 80
THREE MINUTES AFTER 78
CONDITION OF ARTERIES OK CHARACTER OF PULSE OK
CONDITION OF VEINS OK HEMORRHOIDS neg.

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) neg.

GENITO-URINARY SYSTEM neg.
URINALYSIS: SP. GR. 1.027 ALB. neg. SUGAR neg. MICROSCOPICAL neg.
VENEREAL DISEASE neg.

NERVOUS SYSTEM neg.
(organic or functional disorders)
ROMBERG neg. INCOORDINATION (gait, speech) neg.
REFLEXES, SUPERFICIAL neg. DEEP (knee, ankle, elbow) OK TREMORS neg.
SEROLOGICAL TESTS neg. BLOOD TYPE O Negative
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) neg.

SMALLPOX VACCINATION: DATE OF LAST VACCINATION _____
TYPHOID PROPHYLAXIS: NUMBER OF COURSES _____
DATE OF LAST COURSE _____
REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE _____

SUMMARY OF DEFECTS Slightly overweight, about 10 lbs.

CAPABLE OF PERFORMING DUTIES INVOLVING strenuous PHYSICAL EXERTION
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes or no)
(when no is given state cause) _____

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary):
Ref. to Eye Clinic, Ref - sinus x-rays (Headaches) Ref. to ENT.
6/11/51 See Sinus x-ray, ECG, ENT, & Eye Clinic reports. No evidence
of heart disease. No ENT cause for headaches. (initialled/CFP)

DATE OF EXAMINATION April 24, 1951
EMPLOYEE'S INITIALS _____

s/ C. F. Park
Car (MC) USN
June 11, 1951

ECG report

Conclusion - Vertical position of the heart. The slight flattening of the T in V6 is probably due to position. However if coronary disease is suspected please repeat.

s/ L. H. Bishop
initialed/ CFP

ENT

Staff & Div Rx

4/24/51

White Man - 40 years - FBI

Headaches (Etiology??) Sinus x-ray ordered.

S/ C. F. Park

4/17/51 - History of Bifrontal headaches. No excessive URQ complaints.
Ears, canals, and drums normal.
Nose - no discharge, membrane and turbinates normal. Sinuses clear and equal.
Nasopharynx - clear.
Throat - neg.
Larynx - neg.
IMP: No obvious ENT pathology.

S/ R. W. Elliott

Eye Clinic

Staff & Civ. Rx.

4/24/51

White Man - 40 years - FBI

Headaches (Etiology??) Question of error of refraction (at reading distance)

s/ C. F. Park

Visual acuity R 20/20
L 20/20

Refraction OD plane - 50 x 55 20/20
OS -0.37 sph. IT with glasses 20/20
no glasses indicated.

SINUSES5/17/51
40

Male

Examination of the paranasal sinuses shows all these structures to be clear.

s/ D. W. Spicer 5568-51
Lt, Jg, MC USN 5-17-51

Mr. Tolson	✓
Mr. Ladd	
Mr. Clegg	✓
Mr. Glavin	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Harbo	
Mr. Allen	
Mr. Belmont	
Mr. Laughlin	
Mr. Mohr	
Tele. Room	
Mr. Nease	
Miss Gandy	

April 12, 1951

Dear Mr. Hoover:

It is with sincere appreciation that I acknowledge your letter of April 10, 1951, advising me of my promotion to the position of Inspector in Grade GS 14, with salary at the rate of \$8,800 per annum.

Having long since elected a Bureau career, I welcome the opportunity to be of greater service to you and the FBI. I realize that this designation carries with it additional duties and responsibilities which I shall fulfill to the best of my ability. The trust you have placed in me is highly prized and I want to assure you that it is my continuing desire to warrant your confidence.

Sincerely,

Joseph A. Sizoo

MR. TOLSON'S OFFICE
MAY 28 1951

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Mr. Tolson	
Mr. Ladd	
Mr. Clegg	
Mr. Glavin	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Harbo	
Mr. Allen	
Mr. Belmont	
Mr. Laughlin	
Mr. Mohr	
Tele. Room	
Mr. Nease	
Miss Gandy	

DIRECTOR

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME) MR JOSEPH H A. SIZOO		2. DATE OF BIRTH 5-13-10	3. JOURNAL OR ACTION NO. 21556	4. DATE 4-14-51
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Promotion		6. EFFECTIVE DATE 4-15-51	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Executive Order 9835 (1)	
FROM		TO		
Special Agent GS 13 4500 New York		8. POSITION TITLE 9. SERVICE, SERIES, GRADE, SALARY 10. ORGANIZATIONAL DESIGNATIONS 11. HEADQUARTERS 12. FIELD OR DEPT'L	Supervisor GS 13 4500 New York	
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE WWII OTHER 5-PT. 10-POINT DISAB. OTHER		14. POSITION CLASSIFICATION ACTION NEW VICE I. A. REAL None & Extension Resignation 4-15-51		
15. SEX M	16. RACE W	17. APPROPRIATION FROM: TO:	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO) Yes	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) 4-15-51
		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Virginia		
21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.				
22. SIGNATURE OR OTHER AUTHENTICATION 19 MAY 12 1951 10/12 3 U				

The provisions of the Veterans' Preference Act of 1944 and the Veterans' Preference Act of 1950 have been complied with.
This promotion is temporary in accordance with Public Law 494, approved 4-17-50.

ENTRANCE EFFICIENCY RATING:

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

0

Name of Employee: JOSEPH A. SIZOO

Where Assigned: MR. TOLSON'S OFFICE
(Division) (Section, Unit)

Payroll Title: INSPECTOR

Rating Period: from APRIL 1, 1950 to MARCH 31, 1951

ADJECTIVE RATING: SATISFACTORY
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials

Rated by: CLYDE A. TOLSON ASSOCIATE 3-31-51
Signature Title Date

Reviewed by: _____
Signature Title Date

Rating approved by: _____
Signature Title Date

TYPE OF REPORT

() Official
(X) Annual

() Administrative
() 60-day
() Transfer
() Separation from service
() Special

RECORDED - 11

227

3, 8-1-51

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

Name of Employee JOSEPH A. SIZOO Title INSPECTOR

Rating Period: from 4-1-50 to 3-31-51

Rate items as follows:

<u>+</u>	Outstanding (exceeding excellent and deserving special commendation).
<u>✓</u>	Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
<u>-</u>	Unsatisfactory.
<u>○</u>	No opportunity to appraise performance during rating period.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- ____ (1) Personal appearance.

____ (2) Personality and effectiveness of his personal contacts.

____ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).

____ (4) Physical fitness (including health, energy, stamina).

____ (5) Resourcefulness and ingenuity.

____ (6) Forcefulness and aggressiveness as required.

____ (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.

____ (8) Initiative and the taking of appropriate action on own responsibility.

____ (9) Planning ability and its application to the work.

____ (10) Accuracy and attention to pertinent detail.

____ (11) Industry, including energetic consistent application to duties.

____ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.

____ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.

____ (14) Technical or mechanical skills.

____ (15) Investigative ability and results:

____ (a) Internal security cases

____ (b) Criminal or general investigative cases

____ (c) Fugitive cases

____ (d) Applicant cases

____ (e) Accounting cases

____ (16) Physical surveillance ability.

____ (17) Firearms ability.

____ (18) Development of informants and sources of information.

____ (19) Reporting ability:

____ (a) Investigative reports

____ (b) Summary reports

____ (c) Memos, letters, wires

(Consider: ____ conciseness; ____ clarity; ____ organization; ____ thoroughness; ____ accuracy; ____ adequacy and pertinency of leads; ____ administrative detail.)

____ (20) Performance as a witness.

____ (21) Executive ability:

____ (a) Leadership

____ (b) Ability to handle personnel

____ (c) Planning

____ (d) Making decisions

____ (e) Assignment of work

____ (f) Training subordinates

____ (g) Devising procedures

____ (h) Emotional stability

____ (i) Promoting high morale

____ (j) Getting results

____ (22) Ability on raids and dangerous assignments:

____ (a) As leader

____ (b) As participant

____ (23) Organizational interest, such as making of suggestions for improvement.

____ (24) Ability to work under pressure.

____ (25) Miscellaneous. Specify and rate:

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.):

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): _____

- C. (1) Is employee available for general assignment wherever needs of service require? ____ (If answer is not 'yes', explain in narrative comments.)
(2) Is employee available for special assignment wherever needs of service require? ____ (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? ____ (If so, explain in narrative comments.)

ADJECTIVE RATING : SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

June 21, 1951

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Sizoo:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on April 24, 1951.

This report reflects that you are overweight, for which the examiner made no recommendations. For your information the standard weight for a man of your age and height is one hundred fifty-four pounds.

With regard to your history of headaches it is noted that you were afforded a series of tests, all of which were found to be negative.

The electrocardiogram afforded you revealed your heart to be vertical in position; however, the examiner found no evidence of heart disease.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover
Director

CC-Mr. Tolson (P & C)

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Alton _____
Belmont _____
Laughlin _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____